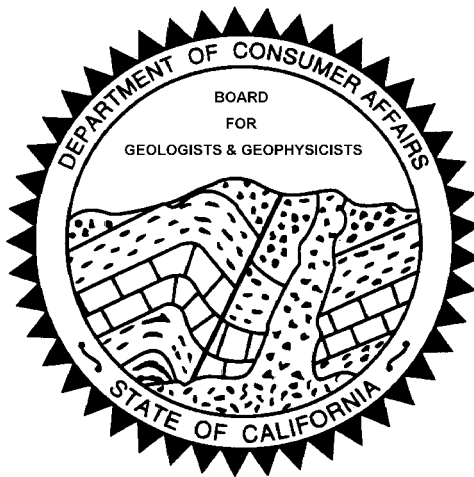


**State of California
Department of Consumer Affairs**

**BOARD FOR
GEOLOGISTS AND GEOPHYSICISTS**

STRATEGIC PLAN

Updated March 2002



**Paul Sweeney, Executive Officer
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PRESIDENT'S STATEMENT

You are in possession of the fifth updated edition of the Board's Strategic Plan. The Board's first Plan was adopted on June 20, 1997, and has been updated every Spring since then.

I would like to take this opportunity to thank all stakeholders who contributed their time and effort to making this most recent update possible. Please continue to inform the Board of any and all issues that you may have regarding the practices of geology and geophysics in the State of California.

A handwritten signature in black ink that reads "Dorene C. Dominguez". The script is cursive and fluid, with the first name "Dorene" and last name "Dominguez" clearly legible.

DORENE C. DOMINGUEZ

President

March 2002

EXECUTIVE SUMMARY

I am pleased to present this latest revision to the Board for Geologists and Geophysicists' Strategic Plan. Since the Board began implementing the strategic planning process in 1996, the Plan has become a valuable tool for the Board, staff and the public in providing direction and a framework for Board activities.

The architecture of the Strategic Plan has laid a solid foundation for the Board's current activities. These activities include the implementation of a national examination for licensed Registered Geologists, the validation and improvement of its examination process through the use of occupational analyses, a structure for improved enforcement activity, increased use of the Internet to disseminate information about the Board, a more informed office staff to ensure that it is highly competent and contributes to the integral success of the Board and the implementation of laws to move the Board through the Legislature's Sunset Review process.

In the process of writing, revising and implementing the Board's Strategic Plan, we have encouraged input from all stakeholders, both public and private. In the spirit of this cooperative effort, the Board is proud to deliver this revised Plan.

A handwritten signature in black ink that reads "Paul Sweeney". The signature is written in a cursive, flowing style with a large initial "P" and a long, sweeping underline.

PAUL SWEENEY
Executive Officer

March 2002

INTRODUCTION

In the last decade, the State of California has experienced nine major earthquakes injuring 94,623 people, killing 130 and costing nearly \$27 billion of physical damage. The documented loss due to landslides between 1992 and 1995 is nearly \$2 billion with 29 deaths. During 1996, fifty seven of California's fifty eight counties were designated disaster areas by both the state and federal governments because of geological hazards. The El Nino storms of the 1997-98 winter season caused 17 deaths and over \$550,000,000 of property losses.

The harm from improperly constructed dams, roads, bridges, construction activities that cause landslides, and improperly identified earthquake hazards is well established. They impact the public in major ways by injuries, deaths, disruption of lives, destruction of property, and consumption of tax dollars. With sound geologic input, appropriate review by public agencies, and implementation of the geologic recommendations during construction, much of this damage and loss would be avoided. The need for public protection through licensing and regulation of geologists and geophysicists is also well established in work involving environmental concerns and ground water resources including contamination of ground water supplies by leaking underground storage tanks, land application of industrial waste, leaking landfills, and salt-water intrusion due to ground water withdrawal.

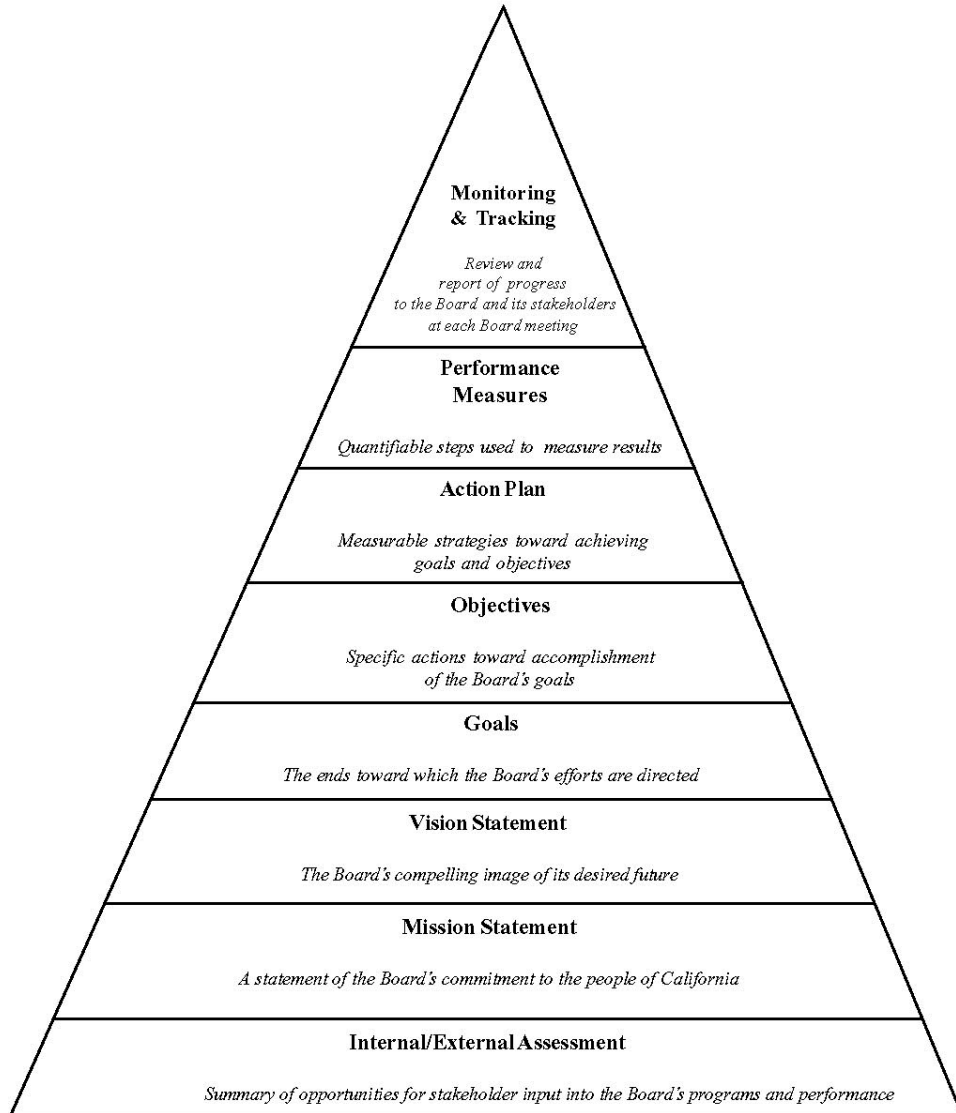
The Board for Geologists and Geophysicists (Board) was established in 1969 and is part of the Department of Consumer Affairs (DCA). The DCA serves as an effective advocate for consumers, provides responsive and relevant service to consumers and providers, and assists consumers in making decisions through outreach efforts and community presence as stated in DCA's Strategic Plan adopted in April 2000. While the DCA provides administrative oversight and support services, the Board has policy autonomy and sets its own procedures and regulations. The Board carries out its responsibilities through application, examination, licensure, and regulation to ensure that only competent geologists and geophysicists are licensed and practice within the standards of the professions.

The practices of geology and geophysics are sciences that include all specialties and subspecialties of geology and geophysics. The Board licenses geologists and geophysicists. In addition, two specialty licenses exist for Registered Geologists: Certified Engineering Geologist and Certified Hydrogeologist.

To ensure consumer protection, the Board consists of both public and professional members. There are four public members and three professional members (two Registered Geologists and one Registered Geophysicist). The three professional members and two public members are appointed by the Governor. The Legislature also appoints two public members.

In addition to licensing and regulating the geology and geophysics professions, the Board provides information and outreach programs to consumers.

AN OVERVIEW OF BOARD STRATEGIES FOR THE FUTURE



Revised March 25, 2002

INTERNAL/EXTERNAL ASSESSMENT

To ensure that the Board's initial Strategic Plan was comprehensive, input was solicited and received from its key stakeholders over a three-year period (1995-1997) encompassing the Sunset Review process and development of the Strategic Plan.

Below is a summary of solicitation and receipt of stakeholder input on the Board's activities and direction:

March 1995	"California Geologist and Geophysicists" (Newsletter)
March 21, 1995	Public Meeting of Ad Hoc Committee
April 21, 1995	Public Board Meeting
June 23, 1995	Public Board Meeting
August 18, 1995	Public Board Meeting
October 6, 1995	Public Board Meeting
October 1995	Information Bulletin No. 95-04
November 1995 – July 1996	62 Letters From Stakeholders
November 28, 1995	Joint Legislative Sunset Review Committee (JLSRC) Hearing
January 29, 1996	Recommendations of JLSRC
February 1996	Information Bulletin No. 96-01
April 4, 1996	Public Board Meeting
April 1996	Report to the California Legislature on The administration's Recommendations for the Sunset Review of Board et al. by Department of Consumer Affairs (DCA)
April 19, 1996	Public Board Meeting
May 10, 1996	Public Board Meeting
June 1996	Information Bulletin No. 96-02
October 11, 1996	Public Board Meeting
November 1996	Information Bulletin No. 96-03
November 18, 1996	Public Strategic Planning Committee Meeting
December 13, 1996	Public Board Meeting
February 6, 1997	Public Strategic Planning Committee Meeting
February 28, 1997	Public Board Meeting
March 6, 1997	Public Strategic Planning Committee Meeting
March 20, 1997	Public Strategic Planning Committee Meeting
March 20, 1997	Meeting With All Staff Members
April 22, 1997	Public Board Meeting
May 1997	Review by/Comments from DCA
June 20, 1997	Public Board Meeting (Adoption of Strategic Plan)

Upon its adoption, the Board continued to solicit input, as listed below, on the adopted Plan, its accomplishments, and its activities in addition to the Board's annual review process and updating:

- at 24 public Board meetings,
- at four public Strategic Planning Committee meetings,
- in 8 "California Geologists and Geophysicists" (newsletter),
- in 14 Information Bulletins,
- in one survey to consumers filing complaints,
- at two Joint Legislative Sunset Review Committee (JLSRC) hearings
- in JLSRC recommendations, and
- in a report to the California Legislature on the Administration's recommendations for the Sunset Review of the Board by the Department of Consumer Affairs
- in a request to all licensees for input on experience requirements.

See Appendix A2 for detailed listing.

MISSION

The mission of the Board for Geologists and Geophysicists is to continuously enhance the quality, significance, and availability of geological and geophysical services offered to the people of California.

Adopted by unanimous vote of the Board - June 25, 1995
Amended by unanimous vote of the Board – April 20, 2001

The mission is achieved by:

- ***Licensure*** to provide a pool of qualified professionals from which the people of California may hire a Registered Geologist, Registered Geophysicist, Certified Engineering Geologist or Certified Hydrogeologist to perform geological or geophysical services.
- ***Enforcement*** to protect the people of California from incompetent, fraudulent, unprofessional or negligent practice of geology or geophysics.
- ***Public Awareness*** to inform the people of California of the purpose, value and impact of licensure of geologists and geophysicists.
- ***Administration*** to monitor performance to ensure that all Board activities are efficient and effective.

VISION

The vision of the Board for Geologists and Geophysicists is a state in which qualified, regulated geologists and geophysicists function optimally in a competitive environment in making their contributions to the public health, safety, and welfare.

Adopted by unanimous vote of the Board - October 20, 1995

A vision is an all-encompassing goal that is continuously sought even though the dynamics of our society may cause the vision to change.

EXAMINATION/LICENSURE

GOAL

To provide a pool of qualified professionals from which the people of California may hire a Registered Geologist, Registered Geophysicist, Certified Engineering Geologist, or Certified Hydrogeologist to perform geological or geophysical services.

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Action Plan

1. *The Examination Committee will recommend to the Board any needed changes to the criterion-referenced pass point procedures as a result of monitoring the grading process to ensure timeliness. (Ongoing)*
2. *Upon completion of any occupational analysis, provide within 120 days a guideline for applicants for licensure. (Ongoing)*
3. *Upon completion of any occupational analysis, distribute copies of the analysis to all California colleges and universities as appropriate. (Ongoing)*

4. *Notify 100% of the applicants of their eligibility to take an examination within 41 days of completion of the application package. (Ongoing)*
5. *Notify 100 % of the applicants of written examination results within 100 days of completion of the application and examination. (Ongoing)*
6. *Notify 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application. (Ongoing)*
7. *Notify the applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 15 days of a Board decision. (Ongoing)*
8. *By June 30, 2002, the Executive Officer will develop an application database for use by staff in answering inquiries regarding application status.*
9. *By June 30, 2002, implement on-demand testing of the California Specific examination at statewide sites that are more convenient to the examinee if financially feasible.*
10. *At the first meeting after July 1, 2002, the Executive Officer will report on his comparison of actual application and examination processing times with the requirements of section 3029, CCR, that establishes application processing timelines.*

11. *Beginning June 2003, and every three years thereafter, review the protocol for maintaining the California written examinations for each multiple-choice question and essay problem to ensure the protocol is appropriate. (Ongoing)*
12. *By June 30, 2003, amend section 3029, CCR, that establishes application processing timelines to reflect more closely the current actual application and examination processing times.*

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Action Plan

1. *Continue membership in the National Association of State Boards of Registration (ASBOG). (Ongoing)*
2. *Participate in ASBOG by sending one public and one professional Board member to the annual conference and one representative to the semi-annual Examination Committee Workshops. (Ongoing)*
3. *Seek appropriate authorization for funding to attend any ASBOG committee meeting if a Board Member is serving as a committee member. (Ongoing)*

4. *Monitor ASBOG Executive Committee's actions regarding the 2002 audit of 2001 fiscal activities to ensure compliance with the directive adopted at the 2000 ASBOG Annual Meeting. (Ongoing)*
5. *Support adoption of ASBOG's ethics policy and continue to ensure that California Board representatives can adhere to it. (Ongoing)*
6. *Recommend to ASBOG that it update its Strategic Plan in 2007, monitor its strategic planning committee's activities and, if appropriate, serve on the committee. (Ongoing)*
7. *The Board will join and continue membership in the Council on Licensure, Enforcement and Regulation (CLEAR) when financially feasible in order to continue its highest priority of protecting the public in performing its licensing, regulatory and disciplinary functions. (Ongoing)*
8. *By July 31, 2002, the Executive Officer will obtain from ASBOG copies of all current policies and guidelines.*

OBJECTIVE NO. 3

To test qualified candidates to determine that they meet minimum competency standards to make geological or geophysical recommendations sufficient to protect the people of California from geologic hazards.

Action Plan

1. *Maintain an Examination Committee to provide support and advice to the Board regarding examination of eligible applicants for registration as a geologist or geophysicist or for certification in a specialty including preparing examinations and direction and support in the grading of examinations. (Ongoing)*
2. *Maintain a pool of potential Examination Committee appointees and Expert Examiners by publishing articles soliciting volunteers periodically in appropriate Board publications. (Ongoing)*
3. *Upon request from non-ASBOG member states, requests for cooperative licensure will be referred to the Examination Committee for review and recommendation to the Board. (Ongoing)*
4. *Beginning with the Fall 2000 examinations, maintain a data bank with information regarding applicants' academic preparation to be used for interaction with academic institutions. (Ongoing)*
5. *Three years after completion of any occupational analysis and related updated examination, the Examination Committee will request time on the next Board meeting agenda to make a presentation addressing the nexus between the analysis, updated examination content, and successful completion of the appropriate licensing examination. (Ongoing)*

6. *By June 30, 2003, a committee of selected professionals will complete an abbreviated task analysis for the geophysicist examination.*
7. *By December 30, 2003, the Examination Committee will review the geophysicist examination bank to conform to the task analysis.*

ENFORCEMENT

GOAL NO. 1

To protect the people of California from unprofessional, fraudulent, incompetent or negligent practices of geology by developing and maintaining fair, firm and consistently applied policies to enforce California's laws for geologic and geophysical practices.

OBJECTIVE NO. 1

To develop regulations and publications based on input from stakeholders that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Action Plan

1. *Maintain an Enforcement Oversight Committee to seek continuously ways to improve the Board's enforcement activities and to review closed cases to assist in identifying trends in enforcement activities or situations where enforcement procedures might be improved. (Ongoing)*
2. *Beginning in 1998, the Enforcement Oversight Committee will conduct a biennial review of all Disciplinary Guidelines. (Ongoing).*
3. *Continue to dialogue with other similar professions and work with other agencies that license or register similar professions to ensure that the responsibilities of the parties to practice in their respective disciplines*

and areas of competence are clearly understood and to make specific each one's working relationship. (Ongoing)

4. *The Technical Advisory Committee will monitor activity in the area of electronic transmittal of documents and make recommendations to the Board when necessary. (Ongoing)*
5. *By July 31, 2001, the Board will approve for distribution a flow chart on the enforcement process.*
6. *When funding is available, the Enforcement Oversight Committee will increase the number of meetings from two to three per year.*
7. *Within 180 days of completion of DCA's revised model Complaint Disclosure Policy, the Board will revise as appropriate its policy for compliance with DCA's policy.*
8. *By December 31, 2002, the Board will consider amending its regulations to require licensees employed by public agencies that review geological or geophysical reports to report substandard reports that may contain violations of the Geologist and Geophysicist Act to the Board.*
9. *By December 31, 2002, the Board will consider amending its regulations that define geology, geophysics and professional practice.*
10. *Upon recommendation of the Technical Advisory Committee, the Board will pursue appropriate action to ensure that soil scientists can practice their profession without violating the Geologist and Geophysicist Act.*

GOAL NO. 2

To develop and maintain a proactive enforcement program to identify and prosecute violations of the Geologist and Geophysicist Act and the Board's Rules and Regulations.

OBJECTIVE NO. 1

To develop and maintain procedures for processing complaints of violations in a timely manner.

Action Plan

1. *Beginning December 1997, the Board will review the enforcement processing timelines every eighteen months. (Ongoing)*
2. *Publish complaint and enforcement statistics annually. (Ongoing)*
3. *Every 18 months, the Executive Officer will prepare a report on the effectiveness of the enforcement program that includes complaint and enforcement statistics with the first report at the first meeting after September 30, 2002. (Ongoing)*
4. *By April 30, 2003, the Enforcement Oversight Committee will provide a written review of the Executive Officer's report evaluating the effectiveness of the enforcement program.*
5. *By December 31, 2002, the Enforcement Oversight Committee will review the enforcement database to ensure optimum effectiveness.*

6. *If financially feasible, obtain funding to establish an Associate Engineering Geologist position and an Office Technician position when the hiring freeze is rescinded.*

OBJECTIVE NO. 2

To identify violations and prosecute violators.

Action Plan

1. *Within 90 days of the Board adopting a new or revised regulation, policy or procedure, disseminate information to all affected stakeholders, agencies and organizations. (Ongoing)*
2. *When the hiring freeze is rescinded and funding is approved and available to establish an Associate Engineering Geologist position, begin review of public files, when possible, at cities, counties and state agencies where geologic reports are filed to determine whether violations of the law have occurred.*

PUBLIC AWARENESS

GOAL

To inform the people of California of the purpose, value and impact of licensure of geologists and geophysicists and how it affects their daily lives.

OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, licensees, federal, state and local regulatory agencies and the academic community of the Board's functions, policies, procedures and activities.

Action Plan

1. *Publish a minimum of four information bulletins and two newsletters annually. (Ongoing)*
2. *Within sixty days of any major natural geologic disaster, hold or participate in a public forum to evaluate the disaster. (Ongoing)*
3. *Maintain and improve the Board's website. (Ongoing)*
4. *The Executive Officer will provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements. (Ongoing)*

5. *Conduct a periodic review of the Board's publications and distribute any revisions to the appropriate parties. (Ongoing)*
6. *Seek opportunities to provide information at appropriate seminars, conferences and meetings within available funding. (Ongoing)*
7. *The Executive Officer will review identified stakeholders to ensure the Board is interacting with appropriate individuals and entities. (Ongoing)*
8. *Continue dialogue established at the roundtable discussion in April 1998 with the California academic community granting degrees in geology by requesting an invitation to participate in the annual meeting of the California State Universities' geology departments. (Ongoing)*
9. *Beginning January 31, 2001, the Executive Officer will report biennially with recommendations regarding its Public Awareness Program having reviewed all of its components. (Ongoing)*
10. *Recognizing that personal interaction is optimum but that there are financial and personnel restraints, the Executive Officer will perform an analysis of the costs of writing and producing an outreach video and make a recommendation to the Board at its first meeting after July 1, 2002.*
11. *By July 30, 2002, compile and publish the Board's policy statements on the website.*
12. *By June 30, 2003, produce an outreach video if approved by the Board and if financially feasible.*

OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Action Plan

1. *The Board's enforcement program will be featured in appropriate information bulletins, in each newsletter, on the website and on established links to consumer groups. (Ongoing)*
2. *When the hiring freeze is rescinded and funding is approved and available to establish an Associate Engineering Geologist position, the Executive Officer will recommend to the Board a program to focus on outreach with regulatory agencies. (Ongoing)*
3. *Monitor the Department of Personnel Administrations' negotiations regarding establishment of a deep class for engineering geologist and continue to support the establishment of the classification that would accomplish the objectives of Senate Concurrent Resolution No. 45. (Ongoing)*

BOARD ADMINISTRATION

GOAL

To make the Board's policies, programs and procedures effective, economical, understandable and valued by its stakeholders.

OBJECTIVE NO. 1

To revise the Geologist and Geophysicist Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Action Plan

1. *Pursue legislation and regulations that ensure better geological and geophysical services and consumer protection for the public. (Ongoing)*
2. *At the first meeting after July 1, 2002, the Board will review the Geologist and Geophysicist Act and consider necessary amendments.*
3. *By October 31, 2002, the Legislative Committee will approach the Joint Legislative Sunset Review Committee to introduce legislation to incorporate revisions to the Geologist and Geophysicist Act.*

OBJECTIVE NO. 2

To maintain a Board Member Guidelines and Procedures Manual and revise the Board's Policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Action Plan

1. *By the first meeting after July 1, 2002, the Executive Officer will recommend to the Board a policy for periodic review of each of the Board's programs.*
2. *By December 30, 2002, the Board will consider the Executive Officer's recommendation to adopt a policy for periodic review of each of the Board's programs.*

OBJECTIVE NO. 3

To develop and submit a Sunset Review Report as required by statute.

Action Plan

1. *Take necessary action to respond to legislative and executive direction.*
(Ongoing)
2. *Take appropriate action based on the report of the Joint Legislative Sunset Review Committee (JLSRC). (Ongoing)*

3. *Continue to participate in the implementation of DCA's recommendation that it work with the JLSRC to evaluate, and if necessary, revise the sunset review process to ensure that it is efficient and contemporary. (Ongoing)*
4. *By December 31, 2002, the Board President will appoint a Sunset Review Report Committee.*
5. *By July 31, 2003, the Sunset Review Report Committee will prepare for Board consideration the report as outlined in section 473.2, Business and Professions Code.*

OBJECTIVE NO. 4

To review the Board's resources to determine if adequate to perform its mandates and programs.

Action Plan

1. *Upon recommendation by the Executive Officer or a Board committee, the Board will consider seeking funding options to improve the efficiency and effectiveness of its programs. (Ongoing)*
2. *Beginning July 1, 2003, the Board and its Committees will review annually the Board's library and make recommendations as appropriate. (Ongoing)*

3. *Monitor current and projected expenditures, revenues and fund condition to plan fee-setting strategies to ensure the Board's reserve is brought to and maintained at the level mandated by statute. (Ongoing)*
4. *Whenever mandates are imposed on the Board, the Executive Officer will provide a fiscal analysis to the Board. (Ongoing)*
5. *The Executive Officer will report to the Board obligations that cannot be met because of personnel deficiencies in order for the Board to give appropriate direction. (Ongoing)*
6. *By July 31, 2002, the Executive Committee will prepare a contingency plan in the event the Board is unable to meet and fulfill its mandates and goals because of its inability to achieve a quorum.*
7. *By the first Board meeting after July 1, 2002, the Executive Officer will prepare a contingency plan in the event legislation to increase fees effective January 1, 2003, is not in process.*

OBJECTIVE NO. 5

To review the Board's Mission and Vision Statements to ensure validity and appropriateness.

Action Plan

1. *The Strategic Planning Committee will make recommendations to the Board regarding revisions to the Mission and Vision Statements as appropriate. (Ongoing)*

OBJECTIVE NO. 6

To review the Board's Strategic Plan to ensure continued responsiveness to its stakeholders and fulfillment of its mandate to protect the public

Action Plan

1. *By April 30, 2003, the Board will revise the entire Strategic Plan.*

RESOURCE ASSUMPTIONS

The Board realizes that its Strategic Plan is aggressive but is confident that it will meet the goals in a timely manner. It has an executive officer and staff, committed Board members and a cadre of volunteers all dedicated and willing to meet the respective responsibilities of the Board's standing committees.

To achieve the goals of the Strategic Plan, the Board added Board Administration Goal No. 4, Objective No. 1 in recognition that resource allocation is an ongoing process.

FINANCIAL AND FULL-TIME EQUIVALENT POSITION INFORMATION

TOTAL AGENCY RESOURCES

1996/1997 Actual Expenditures	\$580,406.
1997/1998 Actual Expenditures	\$626,687
1998/1999 Actual Expenditures	\$781,000
1999/2000 Actual Expenditures	\$937,451
2000/2001 Actual Expenditures	\$842,818
2001/2002 Budgeted Amount	\$1,161,364
2002/2003 Budgeted Amount	\$1,106,000

FUNDING CATEGORY:

Geology and Geophysics Fund

FULL-TIME EQUIVALENT POSITION INFORMATION

Authorized Positions		
	1996/1997	8.6 ¹
	1997/1998	10.3 ²
	1998/1999	10.3 ³
	1999/2000	8.9 ⁴
	2000/2001	8.9 ⁵
	2001/2002	10.2 ⁶
	2002/03	10.2 ⁶
Total Adjustments		
	1997/1998	1.0

¹ 1 full-time exempt position, 4 full time civil service positions and 3.6 permanent-intermittent civil service positions for expert examiners and proctors

² 1 full-time exempt position, 5 full-time civil service positions and 4.3 permanent-intermittent civil service positions for expert examiners and proctors

³ 1 full-time exempt position, 5 full-time civil service positions and 4.3 permanent-intermittent civil service positions for expert examiners and proctors

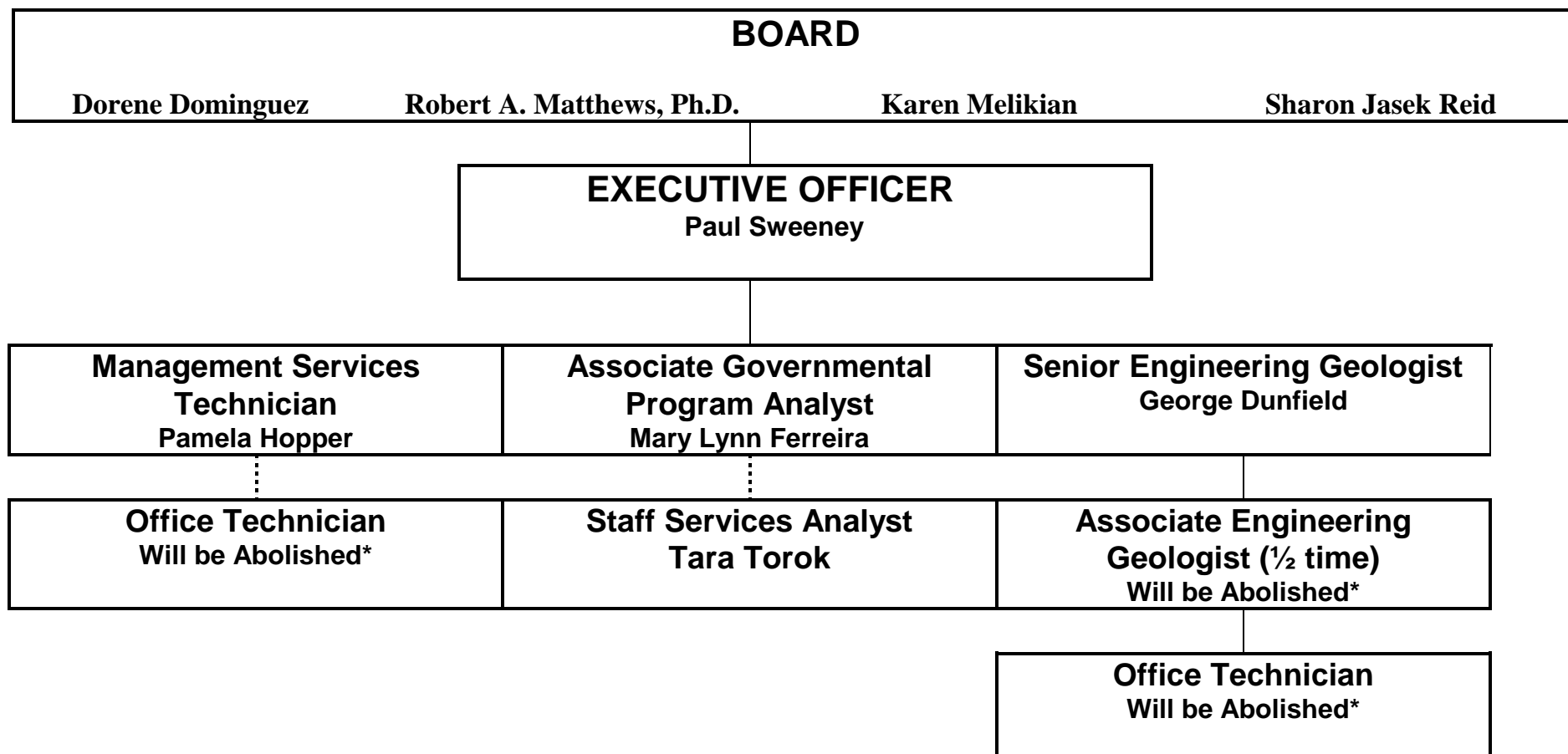
⁴ 1 full-time exempt position, 5 full-time civil service positions and 2.9 permanent-intermittent civil service positions for expert examiners and proctors

⁵ 1 full-time exempt position, 5 full-time civil service positions and 2.9 permanent-intermittent civil service positions for expert examiners and proctors

⁶ 1 full-time exempt position, 6 full-time civil service positions and 3.2 permanent-intermittent civil service positions for expert examiners and proctors

BOARD FOR GEOLOGISTS AND GEOPHYSICISTS

ORGANIZATIONAL CHART




PAUL SWEENEY

3/25/02

*Positions will be abolished on 6/30/02 because were vacant more than 6 months

APPENDIX A1

INTERNAL/EXTERNAL ASSESSMENT

March 1995	“California Geologist and Geophysicists” (Newsletter)
March 21, 1995	Public Meeting of Ad Hoc Committee
April 21, 1995	Public Board Meeting
June 23, 1995	Public Board Meeting
August 18, 1995	Public Board Meeting
October 6, 1995	Public Board Meeting
October 1995	Information Bulletin No. 95-04
November 1995 – July 1996	62 Letters From Stakeholders
November 28, 1995	Joint Legislative Sunset Review Committee (JLSRC) Hearing
January 29, 1996	Recommendations of JLSRC
February 1996	Information Bulletin No. 96-01
April 4, 1996	Public Board Meeting
April 1996	Report to the California Legislature on The administration’s Recommendations for the Sunset Review of BRGG et al. by Department of Consumer Affairs (DCA)
April 19, 1996	Public Board Meeting
May 10, 1996	Public Board Meeting
June 1996	Information Bulletin No. 96-02
October 11, 1996	Public Board Meeting
November 1996	Information Bulletin No. 96-03
November 18, 1996	Public Strategic Planning Committee Meeting
December 13, 1996	Public Board Meeting
February 6, 1997	Public Strategic Planning Committee Meeting
February 28, 1997	Public Board Meeting
March 6, 1997	Public Strategic Planning Committee Meeting
March 20, 1997	Public Strategic Planning Committee Meeting
March 20, 1997	Meeting With All Staff Members
April 22, 1997	Public Board Meeting
May 1997	Review by/Comments from DCA
June 20, 1997	Public Board Meeting
August 1997	“California Geologists and Geophysicists” (Newsletter)
October 10, 1997	Public Board Meeting
December 12, 1997	Public Board Meeting
February 21, 1998	Public Board Meeting
April 17, 1998	Public Board Meeting
May 1998	Information Bulletin No. 98-02
June 26, 1998	Public Board Meeting
July 1998	Information Bulletin No. 98-03

APPENDIX A2 (cont.)

August 14, 1998	Public Board Meeting
September 1998	Information Bulletin No. 98-04
October 23, 1998	Public Board Meeting
December 4, 1998	Public Board Meeting
Winter 1998	“California Geologists and Geophysicists” (Newsletter)
January 1999	Information Bulletin No. 99-01
February 5-6, 1999	Public Board Meeting
March 1999	Information Bulletin No. 99-02
March 5, 1999	Survey of Consumers Filing Complaints (1996-Present)
March 19, 1999	Public Strategic Planning Committee Meeting
April 15, 1999	Public Strategic Planning Committee Meeting
April 23, 1999	Public Board Meeting
Summer 1999	“California Geologists and Geophysicists” (Newsletter)
June 4-5, 1999	Public Board Meeting
August 1999	Information Bulletin No. 99-03
August 13, 1999	Public Board Meeting
October 22, 1999	Public Board Meeting
December 3, 1999	Public Board Meeting
Winter 1999	“California Geologists and Geophysicists” (Newsletter)
February 4-5, 2000	Public Board Meeting
February 2000	Information Bulletin No. 00-01
April 4, 2000	JLSRC Hearing
April 7, 2000	Public Board Meeting
April 11, 2000	Recommendations of JLSRC
April 2000	Information Bulletin No. 00-02
April 2000	Request to All Licensees for Input on Experience Requirements
Summer 2000	“California Geologists and Geophysicist” (Newsletter)
June 15, 2000	Public Board Meeting
September 29, 2000	Public Board Meeting
September 2000	Information Bulletin No. 00-03
November 2000	Information Bulletin No. 00-04
December 2, 2000	Public Board Meeting
Winter 2000	“California Geologists and Geophysicists” (Newsletter)
January 26, 2001	Public Board Meeting
February 2001	Information Bulletin No. 01-01
April 20, 2001	Public Board Meeting
April 2001	Information Bulletin No. 01-02
Summer 2001	“California Geologists and Geophysicists” (Newsletter)
September 2001	Information Bulletin No. 01-03
August 3, 2001	Public Board Meeting
September 28, 2001	Public Board Meeting
November 2001	Information Bulletin No. 01-04
Winter 2002	“California Geologist and Geophysicist” (Newsletter)
March 25, 2002	Public Board Meeting

APPENDIX A3

1997 STRATEGIC PLAN ACCOMPLISHMENTS

EXAMINATION/LICENSURE

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and frequent administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Accomplishments

1. *Staff met and exceeded the goal to notify 50% of the applicants of their eligibility to take an examination within 41 days of completion of the application package. Therefore, recognizing that new percentages must be strived for, this action item will be revised to notify 75% of the applicants of their eligibility to take an examination within 41 days of completion of the application package.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)
2. *Staff met and exceeded the goal to notify 75% of the applicants of written examination results within 175 days of completion of the application package. Therefore, recognizing that new percentages and times must be strived for, this action item will be revised to notify 100% of the applicants of their eligibility to take an examination within 100 days of completion of the application package.*
(1997 Strategic Plan-Action Item No. 2; 1998 Strategic Plan-Action Item No. 2)
3. *Staff met and exceeded the goal to notify 50% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application. Therefore, recognizing that new percentages must be strived for, this action item will be revised to notify 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application.*
(1997 Strategic Plan-Action Item No. 3; 1998 Strategic Plan-Action Item No. 3)
4. *Staff met the goal to notify the applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 100 days of completion of the application package. This goal will continue as an action item.*
(1997 Strategic Plan-Action Item No. 4; 1998 Strategic Plan-Action Item No. 4)

5. *In August 1997, the Board submitted a Budget Change Proposal for FY 98/99 to obtain funding to implement the criterion-referenced pass point. The Department of Finance recommended denial of the request because it determined that the Board's examination allotment and expenditure showed a rate of reversion to fund this item. Because the Board was unable to meet the goal to obtain funding to implement the criterion-referenced pass point, it established goals to approve redirection of existing funds to implement the criterion-referenced pass point by December 31, 1998, and to obtain funding to implement the criterion-referenced pass point by July 1, 1999.*
(1997 Strategic Plan-Action Item No. 5; 1998 Strategic Plan-Action Items Nos. 5 and 7)
6. *The Board met the goal to obtain approval for funding to acquire appropriate computer equipment to process applications. Staff acquired computer equipment during FY 97/98.*
(1997 Strategic Plan-Action Item No. 6)

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Accomplishments

1. *The Board met the ongoing goal to continue membership and participation in the National Association of State Boards of Geology (ASBOG). The Board's membership is current. In October 1997, the President, Executive Officer and Board representative on ASBOG's Examination Committee attended the Annual Meeting, Administrator's Workshop and Semi-Annual Examination Committee Workshop of ASBOG at Board expense. One other Board member also attended at his own expense.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to enter into written dialogue with all other states regarding licensure of geologists and geophysicists. By letter, dated December 30, 1997, the Board advised all ASBOG member states that it would consider entering into comity agreements with states that use the ASBOG geologist examination and solicited information regarding their interest in such an agreement. By letter, dated January 26, 1998, the Board requested all states that are not members of ASBOG to provide information regarding their licensure of geologists and other geoscientists.*
(1997 Strategic Plan-Action Item No. 2)
3. *In October 1997, the Board requested out-of-state-travel approval for FY 97/98 for one professional and one public Board member to attend ASBOG's Annual Meeting. Because the Governor approved only one Board member to attend, the Board did not meet the goal to increase participation in ASBOG by sending one public and one professional Board member to the annual conference. The Board will continue the goal to seek out-of-state approval for one public and one professional Board member to attend the ASBOG's Annual Meeting.*
(1997 Strategic Plan-Action Item No. 3; 1998 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 3

To utilize an Examination Committee, composed of experts in those fields for which the Board administers examinations, to test qualified candidates to determine that they meet minimum competency standards to make adequate geological or geophysical recommendations that are sufficient to protect California citizens from recognizable geologic hazards.

Accomplishments

1. *The Board met the goal to maintain a pool of potential Examination Committee appointees and Expert Examiners by periodic articles in each appropriate Board publication. In April 1998, the Board solicited volunteers to serve on the Examination Committee in Information Bulletin 98-02 sent to all licensees and posted on the Board's web site. This goal will continue as ongoing.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)

The Examination Committee met the goal to provide a recommendation to the Board regarding the use of ASBOG's geology examination. At the December 1997 Board meeting, the Examination Committee provided to the Board a report regarding the use of ASBOG's geologist examination. At its February 1998 meeting, the Board directed the Executive Officer to notify ASBOG and its member states using the ASBOG examination that comity with California is allowed for those persons who passed the ASBOG geologist examinations no earlier than Fall 1996, provided they pass a California specific examination and meet the other requirements for licensure in California. This would allow comity with fourteen states.
(1997 Strategic Plan-Action Item No. 2)

3. *The Examination Committee met the goal to provide the Board with recommended procedures to implement the criterion-referenced pass point. In October 1997, the Examination Committee provided the Board with a plan to implement the criterion-referenced pass point that the Board approved.*

In August 1997, the Board submitted a Budget Change Proposal for FY 98/99 to obtain funding to implement the criterion-referenced pass point. In October 1997, the Department of Finance recommended denial of the request because it determined that the Board's "...examination allotment and expenditure show a significant rate of reversion for the fiscal years 1993-94 through 1996-97." The Board established goals to approve redirection of existing funds to implement the criterion-referenced pass point by December 31, 1998.

(1997 Strategic Plan-Action Item No. 3; 1998 Strategic Plan-Action Item 6)

ENFORCEMENT

GOAL NO. 1 - OBJECTIVE NO. 1

To develop and publish practice guidelines, based on input from all stakeholders, that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Accomplishments

1. *The Technical Advisory Committee (TAC) (formerly Professional Affairs Committee) met the goal to provide the Board with a recommended Code of Professional Standards (Code of Ethics) Following preliminary legal review, TAC recommended proposed language for a Code of Professional Standards in February 1998. The Board accepted the recommendation and allowed the public to speak on the proposed language at the April and June 1998 Board meetings.*
(1997 Strategic Plan-Action Item No. 1)
2. *TAC met the goal to conduct a biennial review of all Disciplinary Guidelines with the first review completed by the first TAC meeting after August 31, 1997. TAC completed a review of the Board's Disciplinary Guidelines in July 1997. The second review will be completed by July 1999.*
(1997 Strategic Plan-Action Item No. 4; 1998 Strategic Plan-Action Item No. 6)

GOAL NO. 2 - OBJECTIVE NO. 1

To develop and maintain procedures for receiving and processing complaints of violations in a timely manner.

Accomplishments

1. *The Executive Officer met the goal to provide a recommendation to the Board regarding enforcement processing timelines by the first Board meeting after September 1, 1997. At the October 1997 Board meeting, the Executive Officer provided the recommendation to the Board. The Board established an ongoing goal to review the enforcement processing timelines every eighteen.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to hire a Certified Engineering Geologist to aggressively pursue a proactive outreach and enforcement program. In September 1997, the Executive Officer hired an Associate Engineering Geologist.*
(1997 Strategic Plan-Action Item No. 3)

3. *The Executive Officer met the goal to provide a report to the Board evaluating the effectiveness of the enforcement program. In December 1997, the Executive Officer provided the report to the Board. The Board established a goal for the Enforcement Oversight Committee to provide a written review of the Executive Officer's report*

evaluating the effectiveness of the enforcement program.

(1997 Strategic Plan-Action Item No. 4; 1998 Strategic Plan-Action Item No. 2)

GOAL NO. 2 - OBJECTIVE NO. 2

To monitor use and effectiveness of the citation and fine program.

Accomplishment

1. *The Executive Officer met the goal to expand the regular enforcement report to include a citation and fine report to be reviewed by the Board at each meeting. The enforcement report was expanded to include a citation and fine report on July 1, 1997.*

PUBLIC AWARENESS

GOAL NO. 1 - OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, state and local regulatory agencies and the academic community of the Board's functions, policies and activities.

Accomplishments

1. *The Board met the ongoing goal to publish two information bulletins and one newsletter annually. In August 1997, the Board published and distributed to all licensees and interested parties its newsletter, "California Geologists and Geophysicists." The Board published and distributed to all licensees and interested parties Information Bulletin No. 98-01 in January 1998 and Information Bulletin No. 98-02 in April 1998.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)
2. *The Board met the ongoing goal to hold or participate in a public forum to evaluate any major natural geologic disaster within sixty days of the disaster. In February 1998, the Board participated in a public forum in Sacramento on disaster relief information with other Department of Consumer Affairs' agencies, other state departments and ABC Affiliate Channel 10. In March 1998, Board input was also provided at a similar public forum in San Diego.*
(1997 Strategic Plan-Action Item No. 2; 1998 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to request the Department of Consumer Affairs (DCA) to include with the renewal application package information regarding volunteer opportunities with*

the Board. The Executive Officer requested DCA to include with the renewal applications information regarding volunteer opportunities. Based on information from DCA, it was determined to be too costly. The Board sought other means to solicit volunteers including publication in the newsbrief and on its web site.

(1997 Strategic Plan-Action Item No. 3)

4. *The Board met the goal to establish a web page. Staff established the web site in July 1997.*

(1997 Strategic Plan-Action Item No. 4)

5. *The Board met the goal to expand the mailing list for Board publications to include all appropriate city, county and state agencies and California academic institutions. In August 1997, staff expanded the mailing list as appropriate.*

(1997 Strategic Plan-Action Item No. 5)

6. *The Board met the goal to enter the roster of licensees on the web site. In July 1997, staff entered the roster of licensees on the Board's web site.*

(1997 Strategic Plan-Action Item No. 6)

7. *The Board met the goal to update and distribute the "Consumer Guide to Geological and Geophysical Services" including entering it on the web site and providing it to appropriate city and county land development agencies and other regulatory agencies for distribution at their public counters. In December 1997, the Board approved TAC's request to extend the deadline to update the guide from December 31, 1997, to April 30, 1998. At the February 1998 Board meeting, TAC presented a recommended revised document that the Board approved. It was entered on the Board's web site in March 1998 and distributed to appropriate city and county land development agencies and other regulatory agencies in March 1998.*

(1997 Strategic Plan-Action Item No. 7)

8. *The Executive Officer met the goal to prepare an information packet on Board activities and distribute it to each California academic institution that offers a degree in geology or geophysics. In November 1997, the Executive Officer and a Public Board member attended a retreat of geology department chairs of the California State Universities System in Fresno. The Executive Officer addressed the chairs' major concerns regarding the wide variations of pass rates between institutions for the Registered Geologist examination. In December 1997, the Board expanded its April 1998 meeting to two days to include a roundtable discussion with the geology department chairs of all California universities granting geology degrees.*

(1997 Strategic Plan-Action item No. 8)

9. *The Board met the goal to obtain approval for funding to acquire appropriate computer equipment to support the public awareness program. Staff acquired computer equipment during FY 97/98.*

(1997 Strategic Plan-Action Item No. 9)

GOAL NO. 1 - OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Accomplishments

1. *The Board met the goal to develop an outreach program with appropriate city, county and state agencies. In December 1997, the Board reviewed the Program for 1997-98 Statewide Field Outreach and Enforcement developed by staff.*
(1997 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to hold at least two enforcement forums. In January and February 1998, the Board held enforcement/outreach meetings in El Dorado, Los Angeles, Orange, Riverside, San Bernardino, San Joaquin, Solano and Sutter Counties that were attended by twenty-seven agencies.*
(1997 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to include the Geologist and Geophysicist Act and the Board's Rules and Regulations on the web site. In July 1997, staff entered these documents on the Board's web site.*
(1997 Strategic Plan-Action Item No. 3)
4. *The Board met the goal to include the Board's consumer complaint form in select Board publications and on the web site and provide it to appropriate city and county land development agencies for distribution at their public counters. Staff distributed, and continues to distribute, the Board's consumer complaint form to appropriate city and county land development agencies through the outreach program. In July 1997, the complaint form was entered on the Board's web site. It was subsequently mechanically removed and re-entered when its removal was discovered in April 1998.*
(1997 Strategic Plan-Action Item No. 4)
5. *TAC met the goal to update the Guidelines for Geophysical Reports, Guidelines for Engineering Geologic Reports, Geologic Guidelines for Earthquake and/or Fault Hazard Reports and Groundwater Investigation Reports and to recommend approval by the Board. In December 1997, the Board approved TAC's request to extend the deadline to update the guidelines from December 31, 1997, to April 30, 1998. In February 1998, TAC recommended approval of the updated Guidelines for Geophysical Reports that the Board approved. At its March 1998 meeting, TAC recommended approval by the Board at its April 1998 meeting of the updated Guidelines for Engineering Geologic Reports, Guidelines for Earthquake and/or Fault Hazard Reports and Guidelines for Groundwater Investigation Reports.*
(1997 Strategic Plan-Action Item No. 5)
6. *The Board met the goal to review and update the web site to include appropriate complaint forms and information. In February 1998, the Board approved a policy regarding maintenance of the web site.*
(1997 Strategic Plan-Action Item No. 7)

BOARD ADMINISTRATION

OBJECTIVE NO. 1

To revise the Geologists and Geophysicists Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Accomplishments

- 1. The Board met the goal to provide proposed language for the revision of the Geologist and Geophysicist Act. October 1997, the Board provided the proposed language to legal counsel.
(1997 Strategic Plan-Action Item No. 1)*
- 2. The Board met the goal to hold public hearings on the proposed language for the revision of the Geologist and Geophysicist Act. At its February 1998 meeting, the Board established that it would hold information forums on the proposed language for revision of the Geologists and Geophysicists Act in northern and southern California in August and October 1998.
(1997 Strategic Plan-Action Item No. 2)*

OBJECTIVE NO. 2

To implement a revised committee structure to meet the Board's organizational needs and changes of the Geologists and Geophysicists Act.

Accomplishment

- 1. The Board met the goal to consider recommendations on the structure of Board committees. At its August 1997 meeting, the Board considered recommendations. At its October and December 1997 meetings, the Board revised the structure of its committees and the policies dealing with same and established an Enforcement Oversight Committee.
(1997 Strategic Plan-Action Item No. 1)*

OBJECTIVE NO. 3

To adopt a board Administrative Procedures Manual and revise the Board's policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Accomplishments

1. *The Board met the goal to adopt an administrative procedures manual. In August 1997, the Board adopted the Board Member Guidelines and Procedures Manual.*
(1997 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to include in the Board's administrative procedures manual the annual review of the Strategic Plan. In August 1997, the Board included the annual review of the Strategic Plan in the Board Member Guidelines and Procedures Manual.*
(1997 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 4

To develop and submit a Sunset Review Report as required by statute.

Accomplishment

1. *The Board took action toward meeting the goal to obtain funding for submission of the Sunset Review Report. In August 1997, the Board submitted a Budget Change Proposal for FY 98/99 to obtain funding for submission of the report for Sunset Review in 1999. In October 1997, the Department of Finance recommended approval of the request.*
(1997 Strategic Plan-Action Item No. 1; 1998 Strategic Plan-Action Item No. 1)

APPENDIX 4

1998 STRATEGIC PLAN ACCOMPLISHMENTS

EXAMINATION/LICENSURE

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and frequent administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Accomplishments

1. *Staff met and exceeded the goal to notify 75% of the applicants of their eligibility to take an examination within 41 days of completion of the application package. Therefore, recognizing that new percentages must be strived for, this action item will be revised to notify 85% of the applicants of their eligibility to take an examination within 41 days of completion of the application package.*
(1998 Strategic Plan-Action Item No.1; 1999 Strategic Plan-Action Item No. 1)
2. *Staff met the goal to notify 100% of the applicants of written examination results within 100 days of completion of the application package. This goal will continue as an action item.*
(1998 Strategic Plan-Action Item No. 2; 1999 Strategic Plan-Action Item No. 2)
3. *Staff met the goal to notify 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application. This goal will continue as an action item.*
(1998 Strategic Plan-Action Item No. 3; 1999 Strategic Plan-Action Item No. 3)
4. *Staff met the goal to notify the applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 100 days of completion of the application package. This goal will continue as an action item.*

(1998 Strategic Plan-Action Item No. 4; 1999 Strategic Plan-Action Item No. 4)

5. *The Board met the goal to approve redirection of funds to initially implement the criterion-referenced pass point. The Board will continue its commitment to accomplish this activity by monitoring the budget to assure necessary funding.*
(1998 Strategic Plan-Action Item No. 5; 1999 Strategic Plan, Board Administration, Objective No. 4, Action Item No. 1)
6. *Although the Board was unable to obtain additional funding by July 1, 1999, to implement the criterion-referenced pass point, it redirected funds for this purpose. The Board will continue its commitment to accomplish this activity by monitoring the budget to assure necessary funding.*
(1998 Strategic Plan-Action Item No. 7; 1999 Strategic Plan, Board Administration, Objective No. 4, Action Item No. 1)

Extended Action Item Date

1. *The date to accomplish the goal to consider recommendations regarding the feasibility of implementing on-demand administration of its examinations was extended from June 30, 1999, to June 30, 2000. This extension is in recognition of the vast commitment to implement the National Association of State Boards of Geology (ASBOG) examinations, the California Supplemental Examination, the criterion-referenced pass point process and occupational analyses.*
(1998 Strategic Plan-Action Item No. 6; 1999 Strategic Plan-Action Item No. 9)

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Accomplishments

1. *The Board met the ongoing goal to continue membership and participation in ASBOG. The Board's membership is current and participants were sent to ASBOG's Annual Meeting, Administrator's Workshop and Semi-Annual Examination Committee Workshop. This goal will continue as ongoing.*
(1998 Strategic Plan-Action Item No. 1; 1999 Strategic Plan-Action Item No 1)
2. *The Board met the goal to increase participation in ASBOG by sending one public and one professional Board member to the annual conference. In October 1998, one professional Board member, one public Board member and the Executive Officer attended the Annual Meeting, Administrator's Workshop and Semi-Annual Examination Committee Workshop of ASBOG, at Board expense. One other Board member also attended at his own expense.*
(1998 Strategic Plan-Action Item No. 2)
3. *The Executive Officer met the goal to report to the Board the results of responses to letters regarding comity sent to every state and recommended further action. At the Board's August 14, 1998, meeting, the Executive Officer reported on the states that are*

interested in entering into comity agreements. The Board authorized the Executive Officer to enter into comity agreements as appropriate.
(1998 Strategic Plan-Action Item No. 3)

OBJECTIVE NO. 3

To utilize an Examination Committee, composed of experts in those fields for which the Board administers examinations, to test qualified candidates to determine that they meet minimum competency standards to make adequate geological or geophysical recommendations that are sufficient to protect California citizens from recognizable geologic hazards.

Accomplishments

1. *The Board contacted all states to open negotiations for comity agreements to meet the goal that the Examination Committee review and provide specific recommendations regarding comity with at least four other states that license geologists. The Board is waiting for action by these states and, therefore, accomplished all possible within its control on this goal.*
(1998 Strategic Plan-Action Item No. 3)
2. *The Board met the goal to obtain approval for funding to contract with the Department of Consumer Affairs (DCA), Office of Examination Resources (OER), to complete task analyses for the engineering geologist and hydrogeologist examinations. The Board contracted with the OER on July 10, 1998, and August 6, 1998, to complete task analyses for the hydrogeologists and engineering geologist examinations. OER will complete the hydrogeologist analysis in May 1999 and the engineering geologist analysis in December 1999.*
(1998 Strategic Plan-Action Item No. 4)
3. *The Board met the goal to enter into comity or equivalent agreements with at least four ASBOG member states. At its February 20, 1998, meeting, the Board adopted a policy that allows comity with states using the ASBOG examinations on and after November 1996. Comity agreements are in negotiation with all states using the ASBOG examination.*
(1998 Strategic Plan-Action Item No. 5)
4. *The Board met the goal to approve redirection of funds to initially implement the criterion-referenced pass point. The Board will continue its commitment to accomplish this activity by monitoring the budget to assure necessary funding.*
(1998 Strategic Plan-Action Item No. 6; 1999 Strategic Plan, Board Administration, Objective No. 4, Action Item No. 1)

Extended Action Items Dates

1. *The date to accomplish the goal for the Examination Committee to review and make recommendation to the Board regarding the frequency of examinations by on-demand administration of its examinations was extended from January 1, 1999, to January 1, 2000. This extension is in recognition of the vast commitment to implement ASBOG's examinations, the California specific examination, the criterion-referenced pass point process and occupational analyses.*
(1998 Strategic Plan-Action Item No. 8; 1999 Strategic Plan-Action Item No. 6)
2. *The date to accomplish the goal for a committee of select professionals to complete a task analysis for the geophysicist examination was extended from July 1, 1999, to July 31, 2000. This extension is in recognition of the vast commitment to implement ASBOG's examinations, the California specific examination, the criterion-referenced pass point process and other occupational analyses.*
(1998 Strategic Plan-Action Item No. 9; 1999 Strategic Plan-Action Item No. 7)

ENFORCEMENT

GOAL NO. 1 - OBJECTIVE NO. 1

To develop and publish practice guidelines, based on input from all stakeholders, that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Accomplishments

1. *The Board met the goal to publish for comment the approved proposed language of the Code of Professional Standards recommended by the Technical Advisory Committee (TAC) and review the comments received. The Board considered comments received on the draft proposed Code of Professional Conduct at its April 1999 meeting. The Board's TAC also considered comments at its May 16, 1998, meeting. The Board published the proposed language in Information Bulletin No. 98-02, May 1998, and considered comments received at its June 25, 1998, Board meeting.*
(1998 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to approve proposed language of the Code of Professional Standards. At its meeting on June 25, 1998, the Board approved the proposed language to adopt the Code of Professional Standards and authorized staff to notice the proposed regulation for public hearing.*
(1998 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to hold a public hearing to adopt by regulation the Code of Professional Standards. On October 23, 1998, the Board held the public hearing.*
(1998 Strategic Plan-Action Item No. 3)

Extended Action Item Dates

1. *The date to accomplish the goal to adopt by regulation a Code of Professional Standards was extended from December 31, 1998, to April 30, 1999. The Board held a public hearing to adopt the Code of Professional Standards on October 22, 1998. Comments received during the hearing process necessitated the issuance of a 15-Day Notice of Availability of Modified Text on November 6, 1998. Comments received in response to the 15-day notice necessitated the issuance of a second 15-Day Notice of Availability of Modified Text on February 26, 1999. The Board adopted the Code of Professional*

Standards as modified at its April 23, 1999, meeting.

(1998 Strategic Plan-Action Item No. 4; 1999 Strategic Plan-Action Item No. 3)

2. *TAC did not meet the goal to conduct a biennial review of all Disciplinary Guidelines by July 31, 1999, because it was not timely since the Board adopted revisions to the Disciplinary Guidelines on April 23, 1999. Beginning 1999, the Enforcement Oversight Committee will conduct a biennial review of the guidelines as an ongoing goal.*

(1998 Strategic Plan-Action Item No. 6; 1999 Strategic Plan-Action Item No. 2)

GOAL NO. 2 - OBJECTIVE NO. 1

To develop and maintain procedures for receiving and processing complaints of violations in a timely manner.

Accomplishment

1. *The Executive Officer met the goal to provide the Board at its first meeting in 1999 with a report on the effectiveness of the outreach program with recommendations for improvements. The report was given at the February 4-5, 1999, Board Meeting. The Board established an ongoing goal that beginning in 1999, the Executive Officer will provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements.*

(1998 Strategic Plan-Action Item No. 3; 1999 Strategic Plan-Action Item No. 4)

Extended Action Item Date

1. *The date to accomplish the goal for the Enforcement Oversight Committee to provide a written review of the Executive Officer's report evaluating the effectiveness of the enforcement program was extended from October 31, 1998, to December 31, 1999. This extension is in recognition of the fact that the newly created Enforcement Oversight Committee devoted its first two meetings to strategy for fulfilling its responsibilities and review of closed cases.*

(1998 Strategic Plan-Action Item No. 3; 1999 Strategic Plan-Action Item No. 6)

PUBLIC AWARENESS

GOAL NO. 1 - OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, state and local regulatory agencies and the academic community of the Board's functions, policies and activities.

Accomplishment

1. *The Board exceeded the goal to publish annually a minimum of two information bulletins and one newsletter. In Fiscal Year 1998/99, the Board published four information bulletins and one newsletter. The Board increased the ongoing action item to publishing a minimum of four information bulletins and two newsletters annually.*
(1998 Strategic Plan-Action Item No. 1; 1999 Strategic Plan-Action Item No. 1)

GOAL NO. 1 - OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Accomplishments

1. *The Board met the goal to include on its web site the form to file a complaint against the Board when developed by DCA. The form to file a complaint against the Board was developed by DCA and added to the Board's web site in early 1999.*
(1998 Strategic Plan-Action Item No. 1)
2. *The Executive Officer met the goal to provide the Board at its first meeting in 1999 with a report on the effectiveness of the outreach program with recommendations for improvements. The report was given at the February 4-5, 1999, Board Meeting. The Board established a new ongoing goal under Enforcement, Goal 2, Objective 1, that beginning in 1999, the Executive Officer will provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements.*
(1998 Strategic Plan-Action Item No. 2; 1999 Strategic Plan, Enforcement, Goal 2, Objective 1-Action Item No. 4)

BOARD ADMINISTRATION

OBJECTIVE NO. 1

To revise the Geologists and Geophysicists Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Accomplishment

1. *The Board met the goal to hold public information forums in northern and southern California on the proposed language for the revision of the Geologist and Geophysicist*

Act. It held public information forums in San Francisco on August 14, 1998, and in El Segundo on October 23, 1998.
(1988 Strategic Plan-Action Plan No. 1)

Extended Action Item Date

1. *The date to accomplish the goal to approve the proposed language of the revision of the Geologist and Geophysicist Act was extended from June 30, 1999, to September 30, 1999. This extension is in recognition of the underestimated time required to finalize the draft proposed language and review by legal counsel prior to Board approval.*
(1998 Strategic Plan-Action Item No. 2; 1999 Strategic Plan-Action Item No. 1)

OBJECTIVE NO. 2

To adopt a Board Member Guidelines and Procedures Manual and revise the Board's policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Accomplishment

1. *TAC met the goal to provide the Board with recommendations regarding the Board's policies. The Board adopted Staff Guidelines and Procedures Manual on October 23, 1998.*
(1988 Strategic Plan-Action Item No. 1)

OBJECTIVE NO. 3

To develop and submit a Sunset Review Report as required by statute.

Accomplishments

1. *The Board met the goal to obtain funding by July 1, 1999, for submission of the Sunset Review Report. The Board obtained funding on July 1, 1999, and contracted with a consulting firm in December 1998 to complete the Sunset Review Report.*
(1988 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to gather information required to complete the Sunset Review Report. By March 1999, the information was provided to the consultants completing the report.*
(1988 Strategic Plan-Action Item No. 2)

APPENDIX A5

1999 STRATEGIC PLAN ACCOMPLISHMENTS

EXAMINATION/LICENSURE

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Accomplishments

1. *Staff met and exceeded the ongoing goal to notify 85% of the applicants of their eligibility to take an examination within 41 days of completion of the application package. Therefore, recognizing that new percentages must be strived for, this action item will be revised again to notify 90% of the applicants of their eligibility to take an examination within 41 days of completion of the application package as reflected in the minimum time frame of section 3029, California Code of Regulations.
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 3)*
2. *Staff met the ongoing goal to notify 100% of the applicants of written examination results within 100 days of completion of the application and examination. It will continue as an action item.
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 4)*

3. *Staff met the ongoing goal of notifying 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application. It will continue as an action item.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 5)
4. *Staff met and exceeded the ongoing goal to notify applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 100 days of completion of the application package. Therefore, recognizing that new percentages must be strived for, this action item will be revised to notify the applicants within 90 days of completion of the application package.*
(1999 Strategic Plan-Action Item No. 4; 2000 Strategic Plan-Action Item No. 6)
5. *The Examination Committee met the goal to recommend to the Board any changes to the criterion-referenced pass point procedures as a result of monitoring the Spring 1999 grading process to ensure timeliness. At the August 13, 1999, Board meeting, the Examination Committee identified areas for improving the criterion-referenced pass point procedures and recommended procedural changes.*
(1999 Strategic Plan-Action Item No. 5)
6. *The Examination Committee met the goal to adopt protocol for maintaining the California written examinations. On November 12, 1999, the Committee adopted the protocol.*
(1999 Strategic Plan-Action Item No. 6)
7. *The Board met the goal to provide a guideline for applicants for licensure as a Registered Geologist by December 31, 1999. In November 1999, the Board provided a guideline.*
(1999 Strategic Plan-Action Item No. 7)
8. *The Board met the goal to provide a guideline for applicants for licensure as a Certified Engineering Geologist or a Certified Hydrogeologist by June 30, 2000. In November 1999, the Board provided guidelines.*
(1999 Strategic Plan-Action Item No. 11)
9. *The Board met the goal to provide a guideline for applicants for licensure as a Registered Geophysicist by December 31, 2000. In November 1999, the Board provided a guideline.*
(1999 Strategic Plan-Action Item No. 12)

Extended Action Item Date

1. *The date to accomplish the goal to complete a procedures manual of existing procedures for the review of applicants' credentials to ensure consistent evaluation is extended from March 31, 2000, to June 30, 2000. On February 25, 2000, The Technical Advisory Committee (TAC) voted to recommend to the Board adoption of a proposed Staff Guidelines and Procedures Manual. On June 16, 2000, the Board will adopt the Staff Guidelines and Procedures Manual. The Executive Officer will incorporate these guidelines and procedures into a step-by-step desk manual.*

(1999 Strategic Plan-Action Item No. 8, 2000 Strategic Plan-Action Item No. 7)

New Action Items

- *Beginning August 2001, the Examination Committee will recommend to the Board every two years, or more frequently if necessary, any changes to the criterion-referenced pass point procedures as a result of monitoring the grading process to ensure timeliness. (Ongoing)*
(2000 Strategic Plan-Action Item No. 1)

- *Upon completion of any occupational analysis, provide a guideline for applicants for licensure. (Ongoing)*
(2000 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Accomplishments

1. *The Board met the ongoing goal to continue membership in the National Association of State Boards of Geology (ASBOG). The Board's membership is current.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)

2. *The Board met the ongoing goal to participate in ASBOG by sending one public and one professional Board member to the annual conference and one representative to the semi-annual Examination Committee Workshop. In October 1999, three professional Board member, one public Board member and the Executive Officer attended the Annual Meeting, Administrator's Workshop and Semi-Annual Examination Committee Workshop of the National Association of State Boards of Geology (ASBOG) in San Francisco.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2)

3. *The Board met the goal to host a seminar to be attended by representatives of the Geological Society of America and California academic institutions offering degrees in geologic sciences. The Board hosted the seminar on June 5, 1999.*
(1999 Strategic Plan-Action Item No. 3)

4. *The Board met the goal to serve as host state for ASBOG's annual conference. The Board served as host state for the ASBOG Annual Meeting in San Francisco, California, on October 11-16, 1999.*
(1999 Strategic Plan-Action Item No. 4)
5. *The Board met the goal to provide ASBOG with the Registered Geologist multiple-choice bank by December 31, 1999. The Board sent the bank to ASBOG on December 15, 1999.*
(1999 Strategic Plan-Action Item No. 5)

New Action Item

- *By September 30, 2000, the Board President will petition ASBOG for a permanent seat on its Board.*
(2000 Strategic Plan-Action Item No. 3)

OBJECTIVE NO. 3

To test qualified candidates to determine that they meet minimum competency standards to make geological or geophysical recommendations sufficient to protect the people of California from geologic hazards.

Accomplishments

1. *To Board met the ongoing goal to maintain an Examination Committee to provide support and advice to the Board regarding examination of eligible applicants for registration as a geologist or geophysicist or certification in a specialty including preparing examinations and direction and support in the grading of examination. The Board maintained an Examination Committee that met in May, August, September and November 1999 and February 2000 to provide appropriate action, support and direction.*
(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1)
2. *The Board met the ongoing goal to maintain a pool of potential Examination Committee appointees and Expert Examiners by publishing articles soliciting volunteers periodically in appropriate Board publications. In June 1999, the Board posted a solicitation for volunteers on its website that remains posted.*
(1999 Strategic Plan-Action Item No. 2, 2000 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to obtain approval by July 1, 1999, for funding to contract with the Department of Consumer Affairs, Office of Examination Resources (OER), to complete a task analysis for the California-specific geologist examination. The Board submitted a budget change proposal and obtained funding for Fiscal Year 1999/2000 to contract with OER to perform a Registered Geologist occupational analysis.*

(1999 Strategic Plan-Action Item No. 4)

4. *The Examination Committee met the goal to review and make recommendation to the Board regarding on-demand administration of its examinations. The Committee recommended to the Board at its April 7, 2000, meeting that it begin on-demand testing with administration of the Registered Geologist California-Specific Examination.*

(1999 Strategic Plan-Action Item No. 6)

5. *The Examination Committee partially met the goal to review the hydrogeologist and engineering geologist examination banks to conform to the task analyses, by completing the hydrogeologist review.*

(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 6)

6. *The Board suspended action to meet the goal of the Technical Advisory Committee and the Examination Committee to provide recommendations to the Board regarding the establishment of core curricula by their first meetings in 2000. At its June 5, 1999, meeting, the Board concluded that it is more appropriate to continue with completion of the Registered Geologist and Registered Geophysicists task analyses and continue*

interaction with the California academic community than to pursue required core curricula.

(1999 Strategic Plan-Action Item No. 10)

Extended Action Items Dates

1. ***The date to accomplish the goal for a committee of selected professionals to complete an abbreviated task analysis for the geophysicist examination is extended from July 31, 2000, to December 31, 2000. The large number of examination-related workshops scheduled in the previous fiscal year created time, staff and volunteer constraints. The Board postponed this activity until Fiscal Year 2000-2001.***

(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 5)

2. ***The date to accomplish the goal for the Examination Committee to review the engineering geologist examination bank to conform to the task analysis is extended from January 1, 2000, to December 31, 2000. The Department of Consumer Affairs, Office of Examination Resources, will not complete the analysis until June 30, 2000.***

(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No.6)

3. *The date to accomplish the goal for the Examination Committee to review the Registered Geologist California-specific geologist and geophysicist examination banks to conform to the task analyses is extended from June 30, 2000, to June 30, 2001. The Department of Consumer Affairs, Office of Examination Resources, will not complete the Registered Geologist task analysis until December 31, 2000. The committee of selected professional will not complete the Registered Geophysicist task analysis until December 31, 2000.*

(1999 Strategic Plan-Action Item No. 9; 2000 Strategic Plan-Action Item No. 7)

New Action Item

- *Beginning with the Fall 2000 examinations, maintain a data bank with information regarding applicants' academic preparation to be used for interaction with academic institutions. (Ongoing)*
(2000 Strategic Plan-Action Item No. 4)

ENFORCEMENT

GOAL NO. 1 - OBJECTIVE NO. 1

To develop regulations and publications based on input from stakeholders that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Accomplishments

1. *The Board met the ongoing goal to maintain an Enforcement Oversight Committee to continually seek ways to improve the Board's enforcement activities and to review closed cases to assist in identifying trends in enforcement activities or situations where enforcement procedures might be improved. The Board maintained an Enforcement Oversight Committee that met in October 1999 to review closed cases and make appropriate recommendations to the Board.*
(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to adopt by regulation a Code of Professional Standards. Section 3065, California Code of Regulations, Professional Standard, become effective on October 27, 1999.*
(1999 Strategic Plan-Action Item No. 3)
3. *The Board met the goal to provide each licensee with a copy of the Code of Professional Standards within sixty days of adoption. A copy of the Code of Professional Standards was sent to each licensee in December 1999.*
(1999 Strategic Plan-Action Item No. 4)
4. *The Executive Officer met the goal to present a report outlining priorities and resources regarding the enforcement program. The Executive Officer presented a report at the December 1999 Board meeting.*
(1999 Strategic Plan-Action Item No. 7)

Extended Action Item Dates

1. *The date to accomplish the goal for the Enforcement Oversight Committee to review the Geologists and Geophysicists Act and make recommendations for changes to improve the Board's expanded enforcement program is extended from October 31, 1999, to August 31, 2000. The Committee meets only twice a year. While it began its review in October 1999, it could not complete it because of the Committee's heavy agenda.*
(1999 Strategic Plan-Agenda Item No. 5; 2000 Strategic Plan-Agenda Item No. 6)
2. *The date to accomplish the goal to consider the Enforcement Oversight Committee's recommendations for changes to improve the Board's expanded enforcement program is extended from the December 1999 to the October 2000 Board meeting. The Enforcement Oversight Committee will not make its recommendations to the Board until August 2000.*
(1999 Strategic Plan-Agenda Item No. 6; 2000 Strategic Plan-Agenda Item No. 7)
3. *The date to accomplish the goal to complete a procedures manual of existing procedures to ensure consistent processing of complaints and enforcement actions is extended from March 31, 2000, to June 30, 2000. On February 25, 2000, The Technical Advisory Committee voted to recommend to the Board adoption of a proposed Staff Guidelines and Procedures Manual. On April 7, 2000, the Board adopted the Staff Guidelines and Procedures Manual. The Executive Officer will incorporate these guidelines and procedures into a step-by-step desk manual.*
(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 5)

New Action Items

- *By December 31, 2000, the Board will approve for distribution a flow chart on the enforcement process.*
(2000 Strategic Plan-Action Item No. 87)
- *At its June 2000 meeting, the Board will consider guidelines on the use of professional seals.*
(2000 Strategic Plan-Action Item No. 4)
- *Continue to dialog with other similar professions and work with other agencies that license or register similar professions to ensure that the responsibilities of the parties to practice in their respective disciplines and areas of competence are clearly understood and to make specific each one's working relationship. (Ongoing)*
(2000 Strategic Plan-Action Item No. 3)

GOAL NO. 2 - OBJECTIVE NO. 1

To develop and maintain procedures for processing complaints of violations in a timely manner.

Accomplishment

1. *The Board met the ongoing goal to review the enforcement processing timelines every eighteen months. The Enforcement Oversight Committee reviewed the timelines in October 1999.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)

Extended Action Item Dates

1. *The date to accomplish the goal for the Enforcement Oversight Committee to provide a written review of the Executive Officer's report evaluating the effectiveness of the enforcement program is extended from December 31, 1999, to June 30, 2000. The Executive Officer presented the report to the Board at the December 1999. The Committee members are reviewing the report; but since the Committee will not meet until May 2000, it needs additional time to prepare a written report.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3)
2. *The date to accomplish the goal to obtain funding to hire an additional Associate Engineering Geologist is extended from July 1, 2000, to July 1, 2001. The Board submitted a concept papers to the Department of Consumer Affairs for Fiscal Year 2000/2001 for budget change proposals to establish one Associate Engineering Geologist (AEG) position and one Associate Governmental Program Analyst (AGPA) position. The Department advised the Board to only submit one budget change proposal. The Board*

withdrew the budget change proposal for the AEG position and will resubmit it for Fiscal Year 2001/2002.

(1999 Strategic Plan-Action Item No. 4; 2000 Strategic Plan-Action Item No. 4)

GOAL NO. 2 - OBJECTIVE NO. 2

To identify violations and prosecute violators.

Accomplishment

1. *The Board met the ongoing goal to disseminate information to all affected agencies and organizations within 90 days of the Board adopting a new or revised regulation. The Board disseminated section 3065, California Code of Regulations, Professional Conduct, to all affected agencies and organizations in December 1999.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 1)

New Action Items

1. *By June 30, 2000, the Board will approve proposed language for the revision of the Geologist and Geophysicists Act (Act) to require any public agency that reviews geological or geophysical reports to report substandard reports that may contain violations of the Act to the Board.*
(2000 Strategic Plan-Action Item No. 2)

2. *When funding is approved to establish an additional Associate Engineering Geologist position, review public files, when possible, at cities, counties and state agencies where geologic reports are filed to determine whether violations of the law have occurred.*
(2000 Strategic Plan-Action Item No. 4)

PUBLIC AWARENESS

OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, federal, state and local regulatory agencies and the academic community of the Board's functions, policies, procedures and activities.

Accomplishments

1. *The Board partially met the ongoing goal of publishing a minimum of four information bulletins and two newsletters annually. In 1999, the Board published two editions of the "California Geologists and Geophysicists" and published Information Bulletins Nos. 99-01, 99-02 and 99-03.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)
2. *The Board met the ongoing goal to maintain and improve its website. The website was constantly updated with current meetings information, laws and regulations, announcements, legal notices, publications, complaint and enforcement information and forms, licensure requirements and forms, directory of licensees and links to other applicable agencies and organizations. Staff converted all forms for public use to portable document format (PDF) for convenient use, established a "Hot Topics" section and changed the schedule for updating the Directory of Licensees from every six months to every three months.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3)
3. *The Board met the goal to approve a student guide to geophysical licensure in California. In July 1999, the Board published the "Student Guide to Geophysical Licensure in California."*
(1999 Strategic Plan-Action Item No. 4)
4. *The Board met the goal to provide copies of the Student Guide to Geologic Licensure in California to every California academic institution with a geology/earth science department. In June 1999, the Board sent copies of the guide to all geology/earth science departments of California academic institutions.*
(1999 Strategic Plan-Action Item No. 5)
5. *The Board met the goal to provide copies of the student guide to geophysical licensure in California to every California academic institution with a geology/earth sciences*

department. In August 1999, the Board sent copies of the guide to all geology/earth science departments of California academic institutions.
(1999 Strategic Plan-Action Item No. 6)

6. *The Executive Officer met the ongoing goal to provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements. The Executive Officer presented a report at the June 4-5, 1999, August 13, 1999, October 22, 1999, December 3, 1999, February 4-5, 2000, and April 7, 2000, Board meetings.*
(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 4)

New Action Item

1. *Periodic review of the Board's publications and distribution of the revisions to the appropriate parties. (Ongoing)*
(2000 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Accomplishment

1. *The Board met the ongoing goal to feature its enforcement program in appropriate information bulletins, in each newsletter, on the website and on established links to consumer groups. The Board's enforcement activities were featured in the Summer and Winter 1999 editions of "California Geologists and Geophysicists," in Information Bulletin No. 99-01 and continuously on the website.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)

New Action Items

1. *When funding is approved to establish an additional Associate Engineering Geologist position, the Executive Officer will recommend to the Board a program to focus on outreach with regulatory agencies. (Ongoing)*
(2000 Strategic Plan-Action Item No. 2)
2. *By December 31, 2000, the Board will work with the Department of Personnel Management to accomplish the objectives of Senate Concurrent Resolution No. 45.*
(2000 Strategic Plan-Action Item No. 3)

BOARD ADMINISTRATION

OBJECTIVE NO. 1

To revise the Geologists and Geophysicists Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Extended Action Item Dates

1. *The date to accomplish the goal to approve the proposed language for the revision of the Geologists and Geophysicists Act (Act) is extended from September 30, 1999, to June 30, 2000. At the October 1998 meeting, the Board directed the Executive Officer to refer its proposed revisions to the Act to legal counsel for review before being submitted to the Legislature for the 1999/2000 legislative session. Other priorities prevented legal counsel from reviewing the revisions and advising the Board until the February 4 and 5, 2000, Board meeting. The Board will approve the language at its June meeting.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)
2. *The date to accomplish the goal to seek an author to introduce legislation for revision of the Geologists and Geophysicists Act (Act) was extended from December 1, 1999, to December 1, 2000. Because other priorities prevented legal counsel from reviewing the proposed revisions to the Act and advising the Board until the February 4 and 5, 2000, Board meeting, the date to seek an author had to be extended.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 2

To maintain a Board Member Guidelines and Procedures Manual and revise the Board's policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Accomplishment

1. *Each Board committee met the ongoing goal to submit to the Board its work plan for review and approval at the first Board meeting of each fiscal year. The chairs of the Enforcement Oversight Committee, Examination Committee, Legislative Committee and Technical Advisory Committee presented work plans at the August 13, 1999, Board meeting.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)

OBJECTIVE NO. 3

To develop and submit a Sunset Review Report as required by statute.

Accomplishment

1. *The Board accomplished the goal to approve the Sunset Review Report. At its June 4 and 5, 1999, meeting, Board conceptually approved the Sunset II Report with one exception regarding the definitions of geology and geophysics pending clarification with final approval by a subcommittee consisting of one public board member and one professional board member. The subcommittee approved the report on June 18, 1999.*
(1999 Strategic Plan-Action Item No. 2)

New Action Item

1. *Take appropriate action based on the report of the Joint Legislative Sunset Review Committee. (Ongoing)*
(2000 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 4

To review the Board's resources to determine if adequate to perform its mandates and programs.

Accomplishment

1. *The Board accomplished the ongoing goal to consider seeking funding options to improve the efficiency and effectiveness of its programs upon recommendation by the Executive Officer or a Board committee. The Board submitted concept papers to the Department of Consumer Affairs for Fiscal Year 2000/2001 for budget change proposals to establish one Associate Engineering Geologist (AEG) position and one Associate Governmental Program Analyst (AGPA) position. The Department advised the Board to only submit one budget change proposal. The Board went forward with the proposal for the AGPA. The Department of Finance rejected the proposal. The budget change proposal for the AEG position will be resubmitted for Fiscal Year 2001/2002.*
(1999 Strategic Plan-Action Item No. 2)

New Action Items

1. *Take appropriate action based on the report of the Joint Legislative Sunset Review Committee. (Ongoing)*
(2000 Strategic Plan-Action Item No. 2)
2. *By January 1, 2001, establish an overall training program for Board members, Committee members, technical experts and subject matter experts.*
(2000 Strategic Plan-Action Item No. 3)

New Objective and Action Item

OBJECTIVE NO. 5

To review the Board's Mission and Vision Statements to ensure validity and appropriateness.

Action Item

1. *By April 30, 2001, the Strategic Planning Committee will make recommendations regarding revisions to the Mission and Vision Statements.*

APPENDIX A6

2000

STRATEGIC PLAN ACCOMPLISHMENTS

EXAMINATION/LICENSURE

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Accomplishments

1. *Staff met and exceeded the ongoing goal to notify 90% of the applicants of their eligibility to take an examination within 41 days of completion of the application package. Therefore, recognizing that new percentages must be strived for, this action item will be revised again to notify 100% of the applicants of their eligibility to take an examination within 41 days of completion of the application package.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 3, 2001 Strategic Plan-Action Item No. 4)
2. *Staff met the ongoing goal to notify 100% of the applicants of written examination results within 100 days of completion of the application and examination. It will continue as an action item.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 4, 2001 Strategic Plan-Action Item No. 5)
3. *Staff met the ongoing goal of notifying 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 30 days of receipt of the application. It will continue as an action item.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 5, 2001 Strategic Plan No. 6)
4. *Staff met the ongoing goal to notify applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 90 days of completion of the application package. The Board amended this action item to notify applicants of eligibility within 15 days of a Board decision. It will continue as an action item.*
(1999 Strategic Plan-Action Item No. 4; 2000 Strategic Plan-Action Item No. 6; 2001 Strategic Plan-Action Item No. 7)
5. *The Board met the goal to complete by June 30, 2000, a procedures manual of existing procedures for the review of applicants' credentials to ensure consistent evaluation. On June 16, 2000, the Board adopted a Staff Member Procedures and Guidelines Manual that included guidelines that ensure consistent processing of applications.*
(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 7)
6. *The Board met the goal to consider by June 30, 2000, recommendations on on-demand testing. On April 7, 2000, the Board adopted the Examination Committee's recommendation to approve an item-writing workshop to generate an adequate bank of questions for the California-specific examination to implement on-demand testing.*
(2000 Strategic Plan-Action Item No. 8)
7. *The Examination Committee met the goal to implement by June 30, 2000, the protocol for maintaining the California written examinations for each multiple-choice question in each examination bank. The protocol was implemented in July 2000.*
(2000 Strategic Plan-Action Item No. 9)
8. *The Board met the goal to implement the protocol for maintaining the California written examinations for each essay problem in each examination bank.*

(2000 Strategic Plan-Action Item No. 11)

Consolidated Action Item

1. *The goal to provide a guideline for applicants for licensure as a Registered Geophysicists by December 31, 2000, was consolidated with the ongoing goal to provide within 120 days of completion of any occupational analysis a guideline for applicants for licensure. (1999 Strategic Plan-Action Item No. 12; 2000 Strategic Plan-Action Item No. 10; 2001 Strategic Plan-Action Item No. 2)*

New Action Items

- *Upon completion of any occupational analysis, distribute copies the analysis to all California colleges and universities as appropriate. (Ongoing)
(2001 Strategic Plan No. 3)*
- *By December 31, 2001, the Executive Officer will review actual application and examination results processing times for comparison with requirements of section 3029, California Code of Regulations (CCR).
(2001 Strategic Plan-Action Item No. 8)*
- *By December 31, 2001, the Executive Officer will develop an application database for use by staff in answering inquiries regarding application status.
(2001 Strategic Plan-Action Item No. 9)*
- *By June 30, 2002, implement on-demand testing at statewide sites that are more convenient to the examinee of the California Specific Examination.
(2001 Strategic Plan-Action Item No. 10).*
- *By December 31, 2002, amend section 3029, CCR, that establishes application processing timelines if necessary based on the review of actual application and examination results processing times.
(2001 Strategic Plan-Action Item No. 11).*
- *Beginning in June 2003, and every three years thereafter, review the protocol for maintaining the California written examinations for each multiple-choice question and essay problem to ensure the protocol is appropriate. (Ongoing)
(2001 Strategic Plan-Action Item No. 12)*

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Accomplishments

1. *The Board met the ongoing goal to continue membership in the National Association of State Boards of Geology (ASBOG). The Board's membership is current.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1;
2001 Strategic Plan-Action Item No. 1)
2. *The Board met the ongoing goal to participate in ASBOG by sending one public and one professional Board member to the annual conference and one representative to the semi-annual Examination Committee Workshop. In April 2000, a Board-appointed representative and the Chair of the Board's Examination Committee attended ASBOG's Semi-Annual Examination Committee Workshop in Kansas City, Kansas. In October 2000, one professional Board member, one public Board member, and the Executive Officer attended ASBOG's Annual Meeting and Administrator's Workshop and a Board-appointed representative and the Chair of the Board's Examination Committee attended the Semi-Annual Examination Committee Workshop in Atlanta, Georgia.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2;
2001 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to petition ASBOG for a permanent seat on its Board. At the ASBOG Annual Meeting in October 2000, Board representatives petitioned ASBOG for a seat on its Board. ASBOG extended to California an invitation to serve on its Finance Committee and Examination Committee. The Board agreed to participate on both Committees.*
(2000 Strategic Plan-Action Item No. 3)

New Action Item

- *For Fiscal Year 2001-02, seek appropriate authorization for funding to attend any ASBOG committee meeting if a Board Member is serving as a committee member.*
(2001 Strategic Plan-Action Item No. 3)

OBJECTIVE NO. 3

To test qualified candidates to determine that they meet minimum competency standards to make geological or geophysical recommendations sufficient to protect the people of California from geologic hazards.

Accomplishments

1. *The Board met the ongoing goal to maintain an Examination Committee to provide support and advice to the Board regarding examination of eligible applicants for registration as a geologist or geophysicist or certification in a specialty including*

preparing examinations and direction and support in the grading of examination. The Examination Committee met in May, August, and November 2000, and February 2001 to make recommendations to the Board and implement Board policy.

(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)

2. *The Board met the ongoing goal to maintain a pool of potential Examination Committee appointees and Expert Examiners by publishing articles soliciting volunteers periodically in appropriate Board publications. The Board solicited volunteers in Information Bulletins Nos. 00-02 and 00-03 published in April and September 2000 and in the Winter 2000 "California Geologists and Geophysicists" in December 2000. The Board posts an on-going solicitation for volunteers on its website. The Board also provided geological and geophysical associations with notices soliciting volunteers, which were published in their newsletters.*

(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)

3. *The Board met the ongoing goal to maintain a data bank, beginning with the Fall 2000 examinations, with information regarding applicants' academic preparation to be used for interaction with academic institutions. The Board contracted with an independent consulting firm to develop a questionnaire and to maintain a data bank beginning with the Fall 2000 examinations.*

(2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 4)

Extended Action Items Dates

1. *The date to accomplish the goal for a committee of selected professionals to complete an abbreviated task analysis for the geophysicist examination is extended from December 31, 2000, to September 30, 2001. The large number of examination-related workshops scheduled in the previous fiscal year created time, staff, and volunteer constraints. A committee of geophysicists will meet in April 2001 begin the task analysis.*

(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 5; 2001 Strategic Plan-Action Item No. 6)

2. *The date to accomplish the goal for the Examination Committee to review the engineering geologist examination bank to conform to the task analysis is extended from December 31, 2000, to December 31, 2001. The Department of Consumer Affairs, Office of Examination Resources, did not complete the analysis until December 2000.*

(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No.6; 2001 Strategic Plan-Action Item No. 7)

New Action Item

- *Three years after completion of each occupational analysis and related updated examination, the Examination Committee will request time on the next Board meeting agenda to make a presentation addressing the nexus between the analysis, updated examination content, and successful completion of the appropriate licensing examination.*

(2001 Strategic Plan-Action Item No. 8)

ENFORCEMENT

GOAL NO. 1 - OBJECTIVE NO. 1

To develop regulations and publications based on input from stakeholders that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Accomplishments

1. *The Board met the ongoing goal to maintain an Enforcement Oversight Committee to continually seek ways to improve the Board's enforcement activities and to review closed cases to assist in identifying trends in enforcement activities or situations where enforcement procedures might be improved. The Enforcement Oversight Committee met in May and November 2000 to review closed cases and make appropriate recommendations to the Board and implement Board policy.*
(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *The Enforcement Oversight Committee met the ongoing goal to conduct a biennial review of all Disciplinary Guidelines. On May 5, 2000, the Enforcement Oversight Committee reviewed the Disciplinary Guidelines.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)
3. *The Board met the ongoing goal to continue to dialog with other similar professions and work with other agencies that license or register similar professions to ensure that the responsibilities of the parties to practice in their respective disciplines and areas of competence are clearly understood and to make specific each one's working relationship. Throughout 2000, representatives of the Board and the Office of Environmental Health Hazard Assessment's Registered Environmental Assessor program conferred to clarify issues before both agencies.*
(2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 3)
4. *The Board met the goal to consider at its June 2000 meeting guidelines on the use of professional seals. On April 7, 2000, the Board considered and adopted guidelines on the use of professional seals. On December 1, 2000, the Board directed staff to notice for public hearing on April 20, 2001, proposed amendments to its regulations to prohibit the use of Registered Geologists and Registered Geophysicists seals on real estate disclosure documents unless a geologic evaluation has been done.*
(2000 Strategic Plan-Action Item No. 4)

5. *The Board met the goal to complete by June 30, 2000, a procedures manual of existing procedures to ensure consistent processing of complaints and enforcement actions. On June 16, 2000, the Board adopted a Staff Member Procedures and Guidelines Manual that included guidelines that ensure consistent processing of complaints and enforcement actions.*
(2000 Strategic Plan-Action Item No. 5)
6. *The Enforcement Oversight Committee met the goal to review the Geologists and Geophysicists Act (Act) and make recommendations for changes to improve the Board's expanded enforcement program. The Committee considered the matter at its meetings on May 5, 2000, and November 8, 2000, and had no recommendations for changes to the Act.*
(1999 Strategic Plan-Agenda Item No. 5; 2000 Strategic Plan-Agenda Item No. 6)

Extended Action Items Date

1. *The date for the Board to approve for distribution a flow chart on the enforcement process is extended from December 31, 2000, to July 31, 2001. The Enforcement Oversight Committee reported to the Board on December 1, 2000, that it reviewed a flow chart at its November 2000 meeting that will be refined and again reviewed at its April 2001 meeting. The Board will consider approval of the flow chart at its April 20, 2001, meeting.*
(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 5; 2001 Strategic Plan-Action Item No. 5)

New Action Items

- *The Technical Advisory Committee will monitor activity in the area of electronic transmittal of documents and make recommendation to the Board when necessary.*
(Ongoing)
- *By November 30, 2001, the Enforcement Oversight Committee will review the Board's Complaint Disclosure Policy for compliance with DCA's policies and applicable laws.*
(2001 Strategic Plan-Action Item No. 6)
- *Beginning in 2002, the Enforcement Oversight Committee will increase the number of meetings from two to three per year.*
(2001 Strategic Plan-Action Item No. 7)

GOAL NO. 2 - OBJECTIVE NO. 1

To develop and maintain procedures for processing complaints of violations in a timely manner.

Accomplishments

1. *The Board met the ongoing goal to review the enforcement processing timelines every eighteen months. The Enforcement Oversight Committee reviewed the timelines in October 1999.*

(1998 Strategic Plan-Action Item No. 1; 1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)

2. *The Board met the ongoing goal to publish complaint and enforcement statistics. Enforcement actions are posted on the Board's website and were published in the Summer 2000 "California Geologists and Geophysicists."*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)

Extended Action Item Date

1. *The date to accomplish the goal for the Enforcement Oversight Committee to provide a written review of the Executive Officer's report evaluating the effectiveness of the enforcement program is extended from June 30, 2000, to December 31, 2001. The Committee meets only twice a year. The Committee began its review of the Executive Officer's report but could not complete it because of its heavy agenda.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 4)

New Action Items

- *Every eighteen months, the Executive Officer will prepare a report on the effectiveness of the enforcement program that includes complaint and enforcement statistics.*
(Ongoing)
(2001 Strategic Plan-Action Item No. 3)
- *By January 31, 2002, the Executive Officer will develop a database for enforcement and a process for reviewing it.*
(2001 Strategic Plan-Action Item No. 6)

GOAL NO. 2 - OBJECTIVE NO. 2

To identify violations and prosecute violators.

Accomplishments

1. *The Board met the ongoing goal to disseminate information to all affected agencies and organizations within 90 days of the Board adopting a new or revised regulation. The Board disseminated amendments to sections 3005, 3024 and 3031, California Code of Regulations, to all affected agencies and organizations in October 2000.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to approve proposed language for the revision of the Geologist and Geophysicist Act (Act) to require any public agency that reviews geological or geophysical reports to report substandard reports that may contain violations of the Act to the Board. On June 16, 2000, the Board approved proposed changes to the Act that*

included adoption of a section requiring any public agency that reviews geological or geophysical reports or documents to submit to the Board reports or documents that may contain evidence of violations of the Act.
(2000 Strategic Plan-Action Item No. 2)

3. *The Board met the goal to provide an information packet of the Board's programs to all government agencies in California where geology and geophysics are performed. In May 2000, staff distributed an information packet on the Board's programs to all appropriate government agencies in California.*
(2000 Strategic Plan-Action Item No. 3)

PUBLIC AWARENESS

OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, federal, state and local regulatory agencies and the academic community of the Board's functions, policies, procedures and activities.

Accomplishments

1. *The Board met the ongoing goal to publish a minimum of four information bulletins and two newsletters annually. In 2000, the Board published the Summer 2000 and Winter 2000 editions of the "California Geologists and Geophysicists" and published Information Bulletins Nos. 00-01, 00-02, 00-03 and 00-04.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *The Board met the goal to hold or participate in a public forum within sixty days of any major natural geologic disaster to evaluate the disaster. On September 11, 2000, the Executive Officer participated in an outreach program for the Napa community following the earthquake in that area on September 3, 2000.*
(1997 Strategic Plan-Action Item No. 2; 1998 Strategic Plan-Action Item No. 2; 1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)
3. *The Board met the ongoing goal to maintain and improve its website. Staff updated the website with current meetings information, laws and regulations, announcements, legal notices, publications, complaint and enforcement information and forms, licensure requirements and forms, directory of licensees and links to other applicable agencies and organizations. Staff redesigned the website in June 2000 in accordance with the Governor's website requirements and to improve its appearance and accessibility. In April 2001, staff added the capability of archiving Board and Committee meeting minutes.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 3)

4. *The Executive Officer met the ongoing goal to provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements. The Executive Officer presented a report at the June 16, 2000, September 29, 2000, December 1, 2000, January 26, 2001, and April 20, 2001, Board meetings.*
(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 4)

New Action Items

- *Seek opportunities to provide information at appropriate seminars, conferences and meetings within available funding. (Ongoing)*
(2001 Strategic Plan-Action Item No. 6)
- *The Executive Officer will review identified stakeholders to ensure the Board is interacting with appropriate individuals and entities. (Ongoing)*
(2001 Strategic Plan-Action Item No. 7)
- *Continue dialog established at the roundtable discussion in April 1998 with the California academic community granting degrees in geology by requesting an invitation to participate in the annual meeting of the California State Universities' geology departments. (Ongoing)*
(2001 Strategic Plan-Action Item No. 8)
- *Beginning January 31, 2001, the Executive Officer will report biennially with recommendations regarding its Public Awareness Program having reviewed all of its components. (Ongoing)*
(2001 Strategic Plan-Action Item No. 9)

OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Accomplishments

1. *The Board partially met the ongoing goal to feature its enforcement program in appropriate information bulletins, in each newsletter, on the website and on established links to consumer groups. The Board's enforcement activities were featured in the Summer 2000 edition of "California Geologists and Geophysicists," and continuously on the website. The enforcement program was not featured in the any information bulletins or in the Winter 2000 edition of the "California Geologists and Geophysicists" because there was no new information to report.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *The date to accomplish the goal to work with the Department of Personnel Administration (DPA) to accomplish the objectives of Senate Concurrent Resolution*

(SCR) No. 45 was accomplished. At the Board's direction, the Executive Officer conferred with DPA and sent letters supporting establishment of a deep class for engineering geologist during 2000 to accomplish the objectives of SCR 45. DPA declined to establish the class but will reconsider the matter during the next contract negotiations beginning in June 2001. The Board will continue to support establishment of the class.

(2000 Strategic Plan-Action Item No. 3)

New Action Item

- 1. Monitor the Department of Personnel Administrations' negotiations regarding establishment of a deep class for engineering geologist and continue to support the establishment of the classification that would accomplish the objectives of Senate Concurrent Resolution No. 45. (Ongoing)*
(2001 Strategic Plan-Action Item No. 3)

BOARD ADMINISTRATION

OBJECTIVE NO. 1

To revise the Geologists and Geophysicists Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Accomplishments

- 1. The Board met the goal to approve by June 30, 2000, the proposed language for the revision of the Act. On June 16, 2000, the Board approved proposed changes to the Act. (1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1)*
- 2. The Board met the goal to seek an author by December 1, 2000, to introduce legislation for revision of the Act. In November 2000, the Executive Officer and the Chair of the Board's Legislative Committee met with the consultant to the Senate Business and Professions Committee regarding the revision of the Act and obtaining an author to introduce legislation. As a result of this meeting, Senator Liz Figueroa, Chair of the Senate Business and Professions Committee, has introduced Senate Bill No. 136 that will include the revisions.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2)

New Action Item

- By September 30, 2001, the Technical Advisory Committee will review existing Board Rules and Regulations and make final recommendations to the Board to conform to the amendments to the Act in Senate Bill No. 136.*
(2001 Strategic Plan-Action Item No. 1)

OBJECTIVE NO. 2

To maintain a Board Member Guidelines and Procedures Manual and revise the Board's policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Accomplishment

1. *Each Board committee met the ongoing goal to include in each committee's work plan beginning in Fiscal Year 2000/01 the biennial review of policies for recommendations to the Board. In December 2000, the Board adopted changes to the Board Member Guidelines and Procedures Manual regarding standing advisory committee appointments and composition of the Technical Advisory Committee as recommended by the (TAC). (2000 Strategic Plan-Action Item No. 2)*

New Action Items

- *By June 30, 2001, the Executive Office will recommend to the Board a policy for periodic review of each of the Board's programs. (2001 Strategic Plan-Action Plan No. 3)*
- *By September 30, 2001, the Executive Officer will review the findings of the 1995 Board audit performed by DCA to ensure that office procedures are still in compliance. (2001 Strategic Plan-Action Plan No. 4)*

OBJECTIVE NO. 3

To develop and submit a Sunset Review Report as required by statute.

Accomplishments

1. *The Board met the ongoing goal to take necessary action to respond to legislative and executive direction. The Board responded to DCA's request for public outreach by participating in forums to promote consumer awareness in Fresno on June 14, 2000, in Yuba City on August 28, 2000, in Los Angeles on November 13, 2000, and in Sacramento on February 9, 2001. In January 2001, the Board responded to the Governor's request to distribute energy-related information to licensees, applicants and consumers and to support energy-related outreach statistics. In June 2000, the Board responded to the Governor's directive to revise the website to conform to a State uniform format. (1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)*
2. *The Board met the ongoing goal to take appropriate action based on the report of the Joint Legislative Sunset Review Committee (JLSRC). The Board submitted a Budget Change Proposal for Fiscal Year 2001-2002 to hire an additional Associate Engineering Geologist (half time) and an Office Assistant (half time) to improve the overall operation of its enforcement program. The Board proposed legislation to eliminate the seven-years requirement for licensure as a Registered Geologist. This proposal will be included in Senate Bill No. 136 (Figueroa). The Board appointed a committee to review the remaining experience requirements for licensure as a Registered Geologist. The committee's recommendations to retain the remaining experience requirements were*

considered at public Board meetings on September 29 and December 1, 2000. The Board determined that the Committee's analysis supported its recommendations. (2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)

New Action Items

- *Continue to participate in the implementation of DCA's recommendation that it work with the JLSRC to evaluate, and if necessary, revise the sunset review process to ensure that it is efficient and contemporary. (Ongoing)*
(2001 Strategic Plan-Action Item No. 3)
- *By December 31, 2002, the Board President will appoint a Sunset Review Report Committee.*
(2001 Strategic Plan-Action Item No. 4)
- *By July 31, 2003, the Sunset Review Report Committee will prepare for Board consideration the report as outlined in section 473.2, Business and Professions Code.*
(2001 Strategic Plan-Action Item No. 5)

OBJECTIVE NO. 4

To review the Board's resources to determine if adequate to perform its mandates and programs.

Accomplishments

1. *The Executive Committee met the goal to recommend to the Board by January 1, 2001, a five-year projection of the Board's fund condition. On September 29, 2000, the Board's Budget Analyst presented a five-year projection of the Board's fund condition.*
(2000 Strategic Plan-Action Item No. 2)
2. *The Board accomplished the goal to establish an overall training program for Board members, Committee members, technical experts and subject matter experts. In 2000, the Board established a training program that included: (1) an orientation packet to supplement information provided by DCA for new Board members, (2) an orientation packet for new Committee members, (3) a packet of information for technical experts and (4) orientation and training provided by DCA Office of Examination Resources for subject matter experts participating in occupational analyses workshops, item-writing workshops and criterion-reference pass point establishment workshops.*
(2000 Strategic Plan-Action Item No. 2)

New Action Items

- *By June 30, 2001, the Executive Committee will review the Board's five-year budget projections and make appropriate recommendations regarding Board resources.*
(2001 Strategic Plan-Action Item No. 2)

- *Beginning July 1, 2003, the Board and its Committees will review annually the Board's library and make recommendations as appropriate.*
(2001 Strategic Plan-Action Item No. 3)

OBJECTIVE NO. 5

To review the Board's Mission and Vision Statements to ensure validity and appropriateness.

Accomplishment

1. *The Strategic Planning Committee met the goal to make recommendations by April 30, 2001, regarding revisions to the Mission and Vision Statements. At the April 20, 2001, meeting, the Strategic Planning Committee recommended that the Board amend the Mission Statement and to not amend the Vision Statement. The Board adopted the recommendations.*
(2001 Strategic Plan-Action Item No. 1)

New Action Item

- *The Strategic Planning Committee will make recommendations to the Board regarding revisions to the Mission and Vision Statements as appropriate. (Ongoing)*
(2001 Strategic Plan-Action Item No. 1)

APPENDIX A7

2001 **STRATEGIC PLAN ACCOMPLISHMENTS**

EXAMINATION/LICENSURE

OBJECTIVE NO. 1

To license in a timely manner all qualified candidates through a fair and consistent evaluation of their credentials and administration of psychometrically validated and graded examinations with prompt reporting of results to the candidates.

Accomplishments

- 1. Staff continues to meet and exceed the ongoing goal to notify 100% of the applicants of their eligibility to take an examination within 41 days of completion of the application package*

(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 3, 2001 Strategic Plan-Action Item No. 4; 2002 Strategic Plan-Action Item No. 4)

2. *Staff continues to meet the ongoing goal to notify 100% of the applicants of written examination results within 100 days of completion of the application and examination.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 4, 2001 Strategic Plan-Action Item No. 5; 2002 Strategic Plan-Action Item No. 5)
3. *Staff continues to meet the ongoing goal to notify 100% of the applicants filing under section 7847 that the application is complete or that it is deficient and what information or documents are required within 15 days after a Board decision. The Board amended this action item to notify applicants within 30 days of receipt of the application.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 5, 2001 Strategic Plan No. 6; 2002 Strategic Plan No. 6)
4. *Staff continues to meet the ongoing goal to notify applicants filing under section 7847 of the Board's decision concerning eligibility to be registered within 90 days of completion of the application package. The Board amended this action item to notify applicants of eligibility within 15 days of a Board decision.*
(1999 Strategic Plan-Action Item No. 4; 2000 Strategic Plan-Action Item No. 6; 2001 Strategic Plan-Action Item No. 7; Strategic Plan-Action Item No. 7)
5. *The Executive Officer met the goal to review actual application and examination results processing times for comparison with the requirements of section 3029, CCR, that establishes application processing timelines.*
(2001 Strategic Plan-Action Item No. 8)

Extended Action Item

1. *The date for the Executive Officer to develop an application database for use by staff in answering inquiries regarding application status is extended from December 31, 2001, to June 30, 2002. The Executive Officer was unable to meet this goal.*
(2001 Strategic Plan-Action Item No. 9; 2002 Strategic Plan-Action Item No. 8)

New Action Items

- *At the first Board meeting after July 1, 2002, the Executive Officer will report on his comparison of actual application and examination processing times with the requirement of section 3029, CCR, that establishes application processing timelines.*
(2002 Strategic Plan-Action Item No. 10)
- *By June 30, 2003, amend section 3029, CCR, that establishes application processing timelines to reflect more closely the current actual application and examination processing times.*
(2002 Strategic Plan-Action Item No. 12)

OBJECTIVE NO. 2

To participate in mutually beneficial association with similar licensure boards and standard-setting organizations nationwide.

Accomplishments

1. *The Board continues to meet the ongoing goal to continue membership in the National Association of State Boards of Geology (ASBOG). The Board's membership is current. (1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Section Item No. 1)*
2. *The Board continues to meet the ongoing goal to participate in ASBOG by sending one public and one professional Board member to the annual conference and one representative to the semi-annual Examination Committee Workshop. In April 2001, a Board-appointed representative and the Chair of the Board's Examination Committee attended ASBOG's Semi-Annual Examination Committee Workshop in Memphis, Tennessee. In October 2001, one professional Board member, one public Board member and the Executive Officer attended ASBOG's Annual Meeting and Administrator's Workshop and a Board-appointed representative and the Chair of the Board's Examination Committee attended the Semi-Annual Examination Committee Workshop in Pittsburgh, Pennsylvania. (1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2; 2002 Strategic Plan-Action Item No. 2)*
3. *The Board met the goal to seek appropriate authorization for funding for Fiscal Year 2001-02 to attend any ASBOG committee meeting if a Board Member is serving as a committee member. The Board received approval for funding for the President to attend the ASBOG Finance Committee meeting that was held in conjunction with ASBOG's annual meeting in October 2001. (2001 Strategic Plan-Action Item No. 3)*

New Action Items

- *Seek appropriate authorization for funding to attend any ASBOG committee meeting if a Board Member is serving as a committee member. (Ongoing) (2002 Strategic Plan-Action Item No. 3)*
- *Monitor ASBOG Executive Committee's actions regarding the 2002 audit of 2001 fiscal activities to ensure compliance with the directive adopted at the 2000 Annual Meeting. (Ongoing) (2002 Strategic Plan-Action Item No. 4)*
- *Support adoption of ASBOG's ethics policy and continue to ensure that California Board representatives can adhere to it. (Ongoing) (2002 Strategic Plan-Action Item No. 5)*

- *Recommend to ASBOG that it update its Strategic Plan in 2007, monitor its strategic planning committee's activities and if appropriate serve on the committee. (Ongoing)*
(2002 Strategic Plan-Action Item No. 6)
- *The Board will join and continue membership in the Council on Licensure, Enforcement and Regulation (CLEAR) when financially feasible in order to continue its highest priority of protecting the public in performing its licensing, regulatory and disciplinary functions. (Ongoing)*
(2002 Strategic Plan-Action Item No. 7)
- *By July 31, 2002, the Executive Officer will obtain from ASBOG copies of all current policies and guidelines.*
(2002 Strategic Plan-Action Item No. 8)

OBJECTIVE NO. 3

To test qualified candidates to determine that they meet minimum competency standards to make geological or geophysical recommendations sufficient to protect the people of California from geologic hazards.

Accomplishments

1. *The Board continues to meet the ongoing goal to maintain an Examination Committee to provide support and advice to the Board regarding examination of eligible applicants for registration as a geologist or geophysicist or certification in a specialty including preparing examinations and direction and support in the grading of examination. The Examination Committee met in May, August, and November 2001, and February 2002 to make recommendations to the Board and implement Board policy.*
(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; Strategic Plan-Action Item No. 1)
2. *The Board continues to meet the ongoing goal to maintain a pool of potential Examination Committee appointees and Expert Examiners by publishing articles soliciting volunteers periodically in appropriate Board publications. The Board posts an on-going solicitation for volunteers on its website.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2; 2002 Strategic Plan-Action Item No. 2)
3. *The Board continues to meet the ongoing goal to maintain a data bank with information regarding applicants' academic preparation to be used for interaction with academic*

institutions. The Board contracts with an independent consulting firm to maintain a data bank.

(2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 4; 2002 Strategic Plan-Action Item No. 4)

4. *The Examination Committee met the goal to review the California-Specific geologist examination banks to conform to the task analysis by June 30, 2001. The Committee completed the review by May 2001.*

(2000 Strategic Plan-Action Item No. 7; 2001 Strategic Plan-Action Item No. 5)

5. *The Examination Committee met the goal to review the engineering geologist examination bank to conform to the task analysis by June 30, 2001. The Committee completed the review by May 2001.*

(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 6; 2001 Strategic Plan-Action Item No. 7)

Extended Action Items Dates

1. *The date by which the Examination Committee will review the geophysicist examination bank to conform to the task analysis is extended from June 30, 2001, to December 31, 2003. The Committee was unable to complete review of the geophysicist examination bank because the task analysis has not been completed.*

(2000 Strategic Plan-Action Item No. 7; 2001 Strategic Plan-Action Item No. 5, 2002 Strategic Plan-Action Item No. 7)

2. *The date to accomplish the goal for a committee of selected professionals to complete an abbreviated task analysis for the geophysicist examination is extended from*

September 30, 2001, to June 30, 2003. Examination-related workshops scheduled in the previous fiscal year created funding constraints. A committee of geophysicists will meet after July 1, 2002, to begin the task analysis.

(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 5; 2001 Strategic Plan-Action Item No. 6; 2002 Strategic Plan-Action Item No. 6)

ENFORCEMENT

GOAL NO. 1 - OBJECTIVE NO. 1

To develop regulations and publications based on input from stakeholders that will act as reference standards for the evaluation of professional geologic and geophysical practices.

Accomplishments

1. *The Board continues to meet the ongoing goal to maintain an Enforcement Oversight Committee to continually seek ways to improve the Board's enforcement activities and to review closed cases to assist in identifying trends in enforcement activities or situations where enforcement procedures might be improved. The Enforcement Oversight Committee met in April and November 2001 to review closed cases.*
(1999 Strategic Plan-Action Item No. 1, 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)
2. *The Board continues to meet the ongoing goal to continue to dialogue with other similar professions and work with other agencies that license or register similar professions to ensure that the responsibilities of the parties to practice in their respective disciplines and areas of competence are clearly understood and to make specific each one's working relationship. Throughout 2001, representatives of the Board and the Office of Environmental Health Hazard Assessment continued their dialogue regarding these issues in their respective programs. In May 2001, Board staff began working closely with the State Water Resources Control Board clarify the role of Registered Geologists and Registered Geophysicists in the state's underground storage tank programs. In June 2001, Board staff began ongoing meetings with the California Division of Mines and Geology (CDMG) staff to assist CDMG in enforcing and implementing its forest practice reviews. In November 2001, two Board representatives were appointed to the CDMG's Forest Geology Technical Advisory Committee that will evaluate the geologic aspects of forest practice work. Also In November 2001, the Board and CDMG began conferring with the Registered Foresters Association to coordinate efforts to ensure that licensed professionals are used in timber harvest planning when appropriate in California.*
(2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 3; 2002 Strategic Plan-Action Item No. 3)
3. *The Technical Advisory Committee (TAC) met the ongoing goal to monitor activity in the area of electronic transmittal of documents and make recommendations to the Board when necessary. At its June 22, September 7 and November 16, 2001, and March 8, 2002, meetings, TAC discussed the electronic transmittal of geologic and geophysical reports and possible regulations. TAC reported the progress of its discussions to the Board on August 3 and September 28, 2001, and March 25, 2002.*
(2001 Strategic Plan-Action Item No. 4; 2002 Strategic Plan-Action Item No. 4)
4. *The Board met the goal to approve for distribution a flow chart on the enforcement process. At its August 3, 2001, meeting the Board approved the enforcement process flow chart for posting on the Board's website.*
(1999 Strategic Plan-Action Item No. 8; 2000 Strategic Plan-Action Item No. 5; 2001 Strategic Plan-Action Item No. 5)
5. *The Enforcement Oversight Committee (EOC) met the goal to review the Board's Complaint Disclosure Policy for compliance with DCA's policies and applicable laws by November 30, 2001. The EOC was scheduled to review the Board's Complaint Disclosure Policy at its biannual meeting on November 2, 2001. However, DCA issued a draft model disclosure policy for adoption by all boards prior to that date requesting input from the boards. Therefore, the Board reviewed its policy for compliance with DCA's policy at its September 28, 2001, meeting.*

(2001 Strategic Plan-Action Item No. 6)

Extended Action Item

1. *Budget restraints prevented the Enforcement Oversight Committee from meeting its goal to increase the number of meetings from two to three per year. The Committee will increase the number of meetings to three when financially feasible.*

(2001 Strategic Plan-Action Item No. 7; 2002 Strategic Plan-Action Item No. 6)

New Action Items

- *Within 180 days of completion of DCA's revised model Complaint Disclosure Policy, the Board will revise as appropriate its policy for compliance with DCA's.*
(2002 Strategic Plan-Action Item No. 7)
- *By December 31, 2002, the Board will consider amending its regulations to require licensees employed by public agencies that review geological or geophysical reports to report substandard reports that may contain violations of the Geologist and Geophysicist Act to the Board.*
(2002 Strategic Plan-Action Item No. 8)
- *By December 31, 2002, the Board will consider amending its regulations that define geology, geophysics and professional practice.*
(2002 Strategic Plan-Action Item No. 9)
- *Upon recommendation of the Technical Advisory Committee, the Board will pursue appropriate action to ensure that soil scientists can practice their profession without violating the Geologist and Geophysicist Act.*
(2002 Strategic Plan-Action Item No. 10)

GOAL NO. 2 - OBJECTIVE NO. 1

To develop and maintain procedures for processing complaints of violations in a timely manner.

Accomplishments

1. *The Board continues to meet the ongoing goal to review the enforcement processing timelines every eighteen months. The Enforcement Oversight Committee reviewed the timelines in April 2001.*

(1998 Strategic Plan-Action Item No. 1; 1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)

2. *The Board continues to meet the ongoing goal to publish complaint and enforcement statistics. Enforcement actions are posted on the Board's website and were published in the Winter 2001 "California Geologists and Geophysicists" and in Information Bulletins Nos. 01-02, 01-03 and 01-04).*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2; 2002 Strategic Plan-Action Item No. 2)
3. *The Board met the goal to obtain funding by July 1, 2001, to hire an additional Associate Engineering Geologist. The Governor's Budget for Fiscal Year 2001/02 included funding for one half-time Associate Engineering Geologist position.*
(1999 Strategic Plan-Action Item No. 4; 2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 5)
4. *In June 2001, the Executive Officer met the goal to develop a database for enforcement and a process for reviewing it by January 31, 2001.*
(2001 Strategic Plan-Action Item No. 6)

Extended Action Item Date

1. *The date to accomplish the goal for the Enforcement Oversight Committee to provide a written review of the Executive Officer's report evaluating the effectiveness of the enforcement program is extended from December 31, 2001, to April 30, 2003. The Committee began its review of the Executive Officer's December 1999 report but could not complete it because of its heavy agenda. Therefore, it discontinued review of the 1999 report and will prepare a written review of the Executive Officer's 2001 report.*
(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 4; 2002 Strategic Plan-Action Item No. 4)

New Action Items

- *By December 31, 2002, the Enforcement Oversight Committee will review the enforcement database to ensure optimum effectiveness.*
(2002 Strategic Plan-Action Item No. 5)
- *If financially feasible, obtain funding to establish an Associate Engineering Geologist position and an Office Technician position when the hiring freeze is rescinded.*
(2002 Strategic Plan-Action Item No. 6)

GOAL NO. 2 - OBJECTIVE NO. 2

To identify violations and prosecute violators.

Accomplishment

1. *The Board continues to meet the ongoing goal to disseminate information to all affected agencies and organizations within 90 days of the Board adopting a new or revised*

regulation. In October 2001, staff posted a notice on the Board's website announcing the Board's decision at its September 28, 2001, meeting to change its policy regarding administration of its examinations by reducing the frequency from twice a year to once a year. Staff disseminated amendments to section 3008, California Code of Regulations, effective October 5, 2001, to all affected agencies and organizations and posted the amendments on its website in December 2001.

(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)

Extended Action Item Date

- 1. The time to begin review of public files, when possible, at cities, counties and state agencies where geologic reports are filed to determine whether violations of the law have occurred is extended from when funding is approved to establish an additional Associate Engineering Geologist position to when the hiring freeze is rescinded and funding is approved and available. After funding to establish this position effective July 1, 2001, was approved, an analysis of the Board's fund condition revealed that it was not financially feasible at that time. In November 2001, the Governor mandated a hiring freeze that made it impossible to fill the position; and the position will be abolished on June 30, 2002, because it was vacant more than six months.*

(2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 2; 2002 Strategic Plan-Action Item No. 2)

PUBLIC AWARENESS

OBJECTIVE NO. 1

To develop and operate a public awareness program that informs the general public, federal, state and local regulatory agencies and the academic community of the Board's functions, policies, procedures and activities.

Accomplishments

- 1. The Board met the goal to publish a minimum of four information bulletins and two newsletters annually. In 2001, the Board published the Summer 2001 and Winter 2001 editions of the "California Geologists and Geophysicists" and published Information Bulletins Nos. 01-01, 01-02, 01-03 and 01-04.*

(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)

- 2. The Board continues to meet the ongoing goal to maintain and improve its website. Staff updated the website with current meetings information, laws and regulations, announcements, legal notices, publications, complaint and enforcement information,*

directory of licensees and links to other applicable agencies and organizations. Staff added a Privacy Policy menu item that links directly to DCA's homepage and describes DCA's commitment to promoting and protecting individuals' privacy rights. Staff also added a Public Comments menu item that links the public to DCA's homepage and allows it to complain, comment and offer suggestions about the Board.

(1999 Strategic Plan-Action Item No. 3; 2000 Strategic Plan-Action Item No. 3; 2001 Strategic Plan-Action Item No. 3; 2002 Strategic Plan-Action Item No. 3)

3. *The Executive Officer continues to meet the ongoing goal to provide to the Board at each of its meetings a report on the effectiveness of the outreach program with recommendations for improvements. The Executive Officer presented a report at the August 3 and September 28, 2001, and March 25, 2002, Board meetings.*
(1999 Strategic Plan-Action Item No. 7; 2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 4; 2002 Strategic Plan-Action Item No. 4)
4. *The Board continues to meet the ongoing goal to conduct a periodic review of its publications and distribute any revisions to appropriate parties. In February 2002, staff revised the "Student Guide to Geologic Licensure in California" and the "Student Guide to Geophysical Licensure in California" and will distribute them to all academic institutions with geology departments in California in May 2002.*
(2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 5; 2002 Strategic Plan-Action Item No. 5)
5. *The Board met the ongoing goal to seek opportunities to provide information at appropriate seminars, conferences and meetings within available funding. In May 2001, the Board hosted a booth at the California Mining Association's Annual Meeting. In August 2001, the Board shared a booth with the Office of Environmental Health Hazard Assessment at the 12th Annual Continuing Challenge Hazmat Workshop. At the September 2001 State Water Resources Control Board Underground Storage Tank Roundtable, staff presented an agenda item entitled "The Role of a Registered Professional Geologist in UST Program Management." In October 2001, staff spoke before representatives of the California Department of Mines and Geology on the role of licensed professional geologists in forestry practice.*
(2001 Strategic Plan-Action Item No. 6; 2002 Strategic Plan-Action Item No. 6)
6. *The Board met the ongoing goal to continue dialogue established at the roundtable discussions in April 1998 with the California academic community granting degrees in geology by requesting an invitation to participate in the annual meeting of the California State Universities' geology departments. The Examination Committee Chair attended the 2001 annual meeting and expressed the Board's continued interest in communicating with the universities and participating in the annual meetings and invited any questions or comments.*
(2001 Strategic Plan-Action Item No. 8; 2002 Strategic Plan-Action Item No. 8)

New Action Items

- *Recognizing that personal interaction is optimum but that there are financial and personnel restraints, the Executive Officer will perform an analysis of the costs of writing and producing an outreach video and make a recommendation to the Board at its first meeting after July 1, 2002*
(2002 Strategic Plan-Action Item No. 10)
- *By July 30, 2002, compile and publish the Board's policy statements on the website.*
(2002 Strategic Plan-Action Item No. 11)
- *By June 30, 2003, produce an outreach video if approved by the Board and if financially feasible.*
(2002 Strategic Plan-Action Item No. 12)

OBJECTIVE NO. 2

To increase communication regarding California's geologic and geophysical registration laws and regulations in a manner that will result in timely and appropriate reports of violations to the Board.

Accomplishments

1. *The Board continues to meet the ongoing goal to feature its enforcement program in appropriate information bulletins, in each newsletter, on the website and on established links to consumer groups. The Board's enforcement activities were featured in the Summer and Winter 2001 editions of "California Geologists and Geophysicists," in Information Bulletins 01-02 and 01-03 and continuously on the website.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)
2. *The Board met the ongoing goal to monitor the Department of Personnel Administrations' (DPA) negotiations regarding establishment of a deep class for engineering geologist and continue to support the establishment of the classification that would accomplish the objectives of Senate Concurrent Resolution No. 45. Throughout 2001, Board staff communicated with DPA ascertaining its progress and reiterating the Board's support of such a class. DPA is still considering the matter, and the Board will continue to monitor its actions and support establishment of the class.*
(2001 Strategic Plan-Action Item No. 3; 2002 Strategic Plan-Action Item No. 3)

Extended Action Item

1. *The time for the Executive Officer to recommend to the Board a program to focus on outreach with regulatory agencies is extended from when funding is approved to establish an additional Associate Engineering Geologist position to when the hiring*

freeze is rescinded and the funding is approved and available. After funding to establish this position effective July 1, 2001, was approved, an analysis of the Board's fund condition revealed that it was not feasible at that time. In November 2001, the Governor mandated a hiring freeze that made it impossible to fill the position; and the position will be abolished on June 30, 2002, because it was vacant more than six months.

(2000 Strategic Plan-Action Item No. 4; 2001 Strategic Plan-Action Item No. 2; 2002 Strategic Plan-Action Item No. 2)

BOARD ADMINISTRATION

OBJECTIVE NO. 1

To revise the Geologist and Geophysicist Act for clarity and to ensure consistency with other California laws and regulations and current practices of geology and geophysics.

Abandoned Action Item

1. ***The Technical Advisory Committee began its review of existing Board Rules and Regulations in early 2001, but abandoned the project when the revised Geologist and Geophysicist Act was deleted from Senate Bill No. 136 in July 2001.***

(2001 Strategic Plan-Action Item No. 1)

New Action Items

- ***Pursue legislation and regulations that ensure better geological and geophysical services and consumer protection for the public. (Ongoing)***
(2001 Strategic Plan-Action Item No. 1)
- ***At the first meeting after July 1, 2002, the Board will review the Geologist and Geophysicist Act and consider necessary amendments.***
(2002 Strategic Plan-Action Item No. 2)
- ***By October 31, 2002, the Legislative Committee will approach the Joint Legislative Sunset Review Committee to introduce legislation to incorporate revisions to the Geologist and Geophysicist Act.***
(2002 Strategic Plan-Action Item No. 3)

OBJECTIVE NO. 2

To maintain a Board Member Guidelines and Procedures Manual and revise the Board's policies to improve the Board's overall effectiveness and efficiency and to maximize existing resources.

Accomplishments

1. *Each Board committee met the goal to submit its work plan for review and approval at the first Board meeting of each fiscal year. The Enforcement Oversight Committee, Examination Committee, Legislative Committee and Technical Advisory Committee submitted their work plans to the Board at its August 3, 2001, meeting.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *Each Board committee met the goal to include in its work plan the biennial review of policies for recommendations to the Board. The Executive Committee, Examination Committee, Legislative Committee and Technical Advisory Committee included policy review in their work plans submitted to the Board at its August 3, 2001, meeting.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
3. *The Executive Officer met the goal to review the findings of the 1995 Board audit performed by DCA to ensure that office procedures are still in compliance. The Executive Officer reported to the Board at its September 28, 2001, meeting that office procedures are in compliance.*
(2001 Strategic Plan-Action Item No. 4)

Abandoned Action Items

1. *After review of the initial work plans and because of funding constraints that reduced the number of committees' meetings from six to four per year, the Board decided the Committees could better utilize their time and are rescinding the ongoing action item requiring them to submit to the Board biennially its work plan for review and approval at the first Board meeting of the fiscal year.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1)
2. *Because of funding constraints that reduced the number of committees' meetings from six to four per year, the Board decided the Committees could better utilize their time and are rescinding the requirement for submittal of biennial work plans to the Board. Therefore, it is also rescinding the ongoing action item requiring that each committee's work plan include the biennial review of policies for recommendations to the Board.*
(1999 Strategic Plan-Action Item No. 2; 2000 Strategic Plan-Action Item No. 2; 2001 Strategic Plan-Action Item No. 2)

Extended Action Item

1. *The date for the Executive Officer to meet the goal to recommend to the Board a policy for periodic review of each of the Board's programs is extended from June 30, 2001, to by the first Board meeting after July 1, 2002. The Executive Officer deferred his recommendation on this matter to December 31, 2001. However, due to a lack of a quorum, the Board was unable to schedule a meeting from September 2001 to March 2002, causing the agenda for the March 2002 to be too lengthy to schedule the Executive Officer's recommended policy.*
(2001 Strategic Plan-Action Item No. 3; 2002 Strategic Plan-Action Item No. 1)

New Action Item

- *By December 30, 2002, the Board will consider the Executive Officer's recommendation to adopt a policy for periodic review of each of the Board's programs.*
(2002 Strategic Plan-Action Item No. 2)

OBJECTIVE NO. 3

To develop and submit a Sunset Review Report as required by statute.

Accomplishment

1. *The Board continues to meet the ongoing goal to take necessary action to respond to legislative and executive direction. At DCA's direction, the Board reviewed its Complaint Disclosure Policy for compliance with DCA's draft policy at its September 28, 2001, meeting. The Board will make appropriate revisions to its policy if necessary upon completion of DCA's policy.*
(1999 Strategic Plan-Action Item No. 1; 2000 Strategic Plan-Action Item No. 1; 2001 Strategic Plan-Action Item No. 1; 2002 Strategic Plan-Action Item No. 1)

OBJECTIVE NO. 4

To review the Board's resources to determine if adequate to perform its mandates and programs.

Accomplishment

1. *The Executive Committee met on June 1, 2001, and accomplished the goal to review the Board's five-year budget projections and make appropriate recommendations regarding Board resources. The Committee identified for the Board at its August 3, 2001, meeting, the following alternatives to remedy the Board's fund condition: (1) decrease printing, postage and travel expenditures, (2) defer conducting occupational analyses and (3) reduce the frequency of administration of Board examinations.*
(2001 Strategic Plan-Action Item No. 2)

New Action Items

- *Monitor current and projected expenditures, revenues and fund condition to plan fee-setting strategies to ensure the Board's reserve is brought to and maintained at the level mandated by statute. (Ongoing)*
(2001 Strategic Plan-Action Item No. 3)
- *Whenever mandates are imposed on the Board, the Executive Officer will provide a fiscal analysis to the Board. (Ongoing)*
(2001 Strategic Plan-Action Item No. 4)
- *The Executive Officer will report to the Board obligations that cannot be met because of personnel deficiencies in order for the Board to give appropriate direction. (Ongoing)*
(2001 Strategic Plan-Action Item No. 5)
- *By July 31, 2002, the Executive Committee will prepare a contingency plan in the event the Board is unable to meet and fulfill its mandates and goals because of its inability to achieve a quorum.*
(2001 Strategic Plan-Action Item No. 6)
- *By the first Board meeting after July 1, 2002, the Executive Officer will prepare a contingency plan if legislation to increase fees effective January 1, 2003, is not in process.*
(2001 Strategic Plan-Action Item No. 7)

New Objective and Action Item

OBJECTIVE NO. 6

To review the Board's Strategic Plan to ensure continued responsiveness to its stakeholders and fulfillment of its mandate to protect the public.

Action Item

1. *By April 30, 2003, the Board will revise the entire Strategic Plan.*
(2002 Strategic Plan-Action Item No. 1)